

HUB Advisory Council Meeting Minutes

UNC Pembroke

Annex Building 1, University Drive, Pembroke, NC

March 20, 2019

10:00 am

Attendees: Council Members

Jeremy Collins	Kimberly Leazer
Odessa McGlown	Russell Parker
Mary Williams-Stover	
CC Lamberth	
Kristin Hess	
Annette Stevenson	
Aaron Thomas	
Iris Reese	

Council Member Attendees via Phone: Dorrine Fokes, Valerie Jordan, and Calvin Stevens

Absent Council Members: Doug Morton, Vinnie Goel, Lenwood Long, Sr., Andrea Harris and Tiffany Peguise-Powers

Additional Attendees: Machel Sanders, *Secretary, Department of Administration*; Christy Agner, *Deputy Secretary, Department of Administration*; Tammie Hall, *Director, HUB Office*

HUB Office Staff Attendees: LaShona Johnson, John Guenther, Diane Campbell, Melissa Terrell, and Alicia Lyon

Guest: Robin Gary Cummins, *UNC Pembroke Chancellor*

- **Call to Order**

- CC Lamberth, Advisory Council Chair, called the meeting to order, welcomed all in attendance and requested remarks from the Chancellor.

- **Remarks**

- Robin Gary Cummins, UNC Pembroke Chancellor, thanked the committee for the invitation to bring remarks. Provided highlights and history of UNC Pembroke University. Some highlights included: an overview of NC Promise; which outlines \$500 tuition, at select universities. Since the Legislation has passed, there has been an increase of applications for attendance. Groundbreaking Ceremony will take place for a new School of Business.
- **Question:** Does the \$500 tuition apply to the Advanced Level Programs or is it only for undergraduate studies?
 - The tuition applies only to undergraduate studies.
- The Advisory Chair thanked the Chancellor for his remarks and commended him on his efforts and accomplishments at the university. He also thanked Aaron Thomas, Metcon, for hosting the meeting.

- **Roll Call**

Iris Reese, Advisory Council Secretary, asked for roll call and indicated a quorum was present. Council Chair agreed and asked for a motion to move and accept the minutes. The minutes were approved and accepted unanimously. **The Council Chair** asked for a motion to approve and accept the Agenda. The Agenda was approved and accepted unanimously.

- **Remarks**

- **Secretary Machel Sanders** greeted the Council and provided brief remarks. She thanked all in attendance and Aaron Thomas for coordinating the meeting. She also thanked Chancellor Cummins for his remarks, passion and leadership. Provided an update on HUB for FY 17-18 on HUB Certification in rural counties in NC and increased outreach across the state. She mentioned the impact the Disparity Study will have on the State of North Carolina. She is excited about the Disparity Study and the expertise that Griffin and Strong has displayed is great and will provide a product that is not only defended but one that we can learn from and work from to expand the HUB program reach across the state. She updated the Council on the spend from last year. Highlighted three (3) Cabinet Agencies that achieved the 10% goal and seven (7) state agencies exceeded the goal. Our Construction numbers increased in 2018. She also informed the Council of the Census 2020 slated to begin April 1, 2019. This starts the 1-year countdown to that work. The goal is to make the citizens aware and make every resident count in 2020 resulting in \$600 billion – \$16 billion to NC Housing, Education and Healthcare from the Federal Government and could possibly have another seat in Congress from North Carolina. Asked the Council for partnership with the 2020 Census.
- **Council Chair** thanked Secretary Sanders and Governor Cooper for their Leadership.
- **Christy Agner, Deputy Secretary, Department of Administration**, commented on the collaboration of all the agencies to increase the HUB Participation numbers.
- **Secretary Sanders** commended the HUB Office on Outreach Efforts and continuing to advocate and keeping the conversation alive.
- Council Chair applauded Deputy Secretary Agner for her efforts in Rural communities.

- **Purchasing and Contract Update**

- **Odessa McGlown**, NC Department of Administration, Division of Purchase and Contract Presentation on Procurement Updates.
- The mission of the **Division of Purchase and Contract** is to provide for the effective and economical acquisition of goods and services for the state of North Carolina. To achieve its mission, P&C:
 - Administers the Interactive Purchasing System (IPS).
 - Manages the eProcurement System.
 - Provides Statewide Term Contracts.
 - Provides technical support and technical training.
- Article 3.
 - Purchases and Contracts.

- § 143 48. State policy; cooperation in promoting the use of small contractors, minority contractors, physically handicapped contractors, and women contractors; purpose; required annual reports.

(a) Policy.

It is the policy of this State to encourage and promote the use of small contractors, minority contractors, physically handicapped contractors, and women contractors in State purchasing of goods and services. All State agencies, institutions and political subdivisions shall cooperate with the Department of Administration and all other State agencies, institutions and political subdivisions in efforts to encourage the use of small contractors, minority contractors, physically handicapped contractors, and women contractors in achieving the purpose of this Article, which is to provide for the effective and economical acquisition, management and disposition of goods and services by and through the Department of Administration.

- P&C's Key Accountabilities

1. To procure required non-IT services, materials, and equipment while ensuring that quality and cost-effectiveness are achieved.
2. To ensure that procurement transactions are conducted in a manner providing full and open competition whenever practicable.
3. To establish and comply with procurement rules and applicable federal and state laws and regulations as required.
4. To solicit the participation of all qualified and responsible contractors and suppliers in the procurement process.
5. To support and encourage participation from Historically Underutilized Businesses.
6. To assure equity for all parties involved in the procurement process.
7. To obtain the best value for the money spent.
8. To eliminate the possibility of corruption or unethical practices in the procurement process.

- Odessa shared with the Council upcoming initiatives and answered questions presented.

- Odessa's Key Accountabilities

- Division Director and State Procurement Officer (SPO)
- Develop and oversee the State's Procurement strategy
- Create and manage short, mid, and long-term goals and objectives
- Identify, create and improve best-practice based processes (e.g., leadership of high-value/strategic sourcing efforts)
- Oversee the selection and management of procurement systems
- Manage procurement staff in (and across) sourcing, contracting, transactional purchasing, supplier management, and miscellaneous internal procurement support activities

- Support and encourage participation from Historically Underutilized Businesses
- **Griffin and Strong Presentation**
 - State of NC Disparity Study, Michele Clark-Jenkins, Project Manager:
 - Power point presentation introducing Team
 - BL Wall Consulting
 - Gerry McCants – McCants Communications Group
 - Debra Jessup, JD – The Forrest Group
 - Dr J Vincent Eagan - Principal Investigator, Griffin & Strong
 - Dr. B. Rom Haghghi – Chief Statistician, Griffin & Strong
 - Dr. Gregory Price – Senior Economist, Griffin & Strong
 - Sterling Johnson – Director of Public Policy, Griffin & Strong
 - Imani Strong-Tucker- Researcher, Griffin & Strong
 - David Maher - Legal Partner, Griffin & Strong
 - Susan Johnson – Director of Administration, Griffin & Strong
 - Omar Baig – Data Analyst, Griffin & Strong
 - Rodney K Strong – Chairman & CEO, Griffin & Strong
 - ncstudy@gspclaw.com – email address for the study
 - ncdisparitystudy.com – website
- **HUB Office Updates**
 - **John Guenther**, Compliance Officer, HUB Office:
 - Goods & Services HUB percentage 5.00% for Quarters 1 and 2 of FY19
 - Total Spending: \$3,520,637,085
 - HUB Spending: \$175,868,548
 - Construction HUB percentage 24.99% for Quarters 1 and 2 of FY19
 - Total Spending: \$166,377,387
 - HUB Spending: \$41,573,936
 - Good Faith Compliance audit will start 3/21/2019
- **Open Discussion**
 - No open discussions were brought to the table. “CC” Lamberth announced the date of the **next meeting – June 26, 2019 (Guilford County)**
 - Rescheduled for July 17, 2019

Meeting Adjourned at 1:30pm