

# **Governor's Supplier Diversity Council**

## **September 25, 2018 Meeting**

### **Minutes from September 25, 2018, Governor's Supplier Diversity Council Meeting**

**Video Conferenced Meeting in Delaware State Housing Authority conference rooms in both Wilmington and Dover**

#### **Attendees:**

Present in Wilmington: Ken Anderson, Givvel Marrero, Theresa Brown Edwards Esq., Sakthi A. Vel PhD, and Michelle Morin

Present in Dover: Director Anas Ben Addi, Dean Stotler C.P.O., and Debbie Sacra

Present on the phone: Luis Concepcion (DuPont), and Stephanie Young (DSHS)

Absent: Devona Goeins Williams PhD., Nick Callazzo III, Jayshree Moorthy, Ralph Truitt, and Ron Frazier Esq.

Public Present in room in Wilmington: none.

Public Present in room in Dover: none.

Public Present on the Phone: none identified.

#### **Meeting Opened:**

Meeting Called to Order by Ken Anderson, GSDC Chair, at 1:35pm.

#### **Quorum:**

A quorum (currently requires 6 of 11 members) was reached at the start of the meeting, with six members present.

#### **Prior Meeting Minutes:**

The meeting minutes for May 15, 2018, were reviewed and unanimously accepted, upon motion by Dean Stotler and seconded by Sakthi Vel, PhD.

#### **September 25 Meeting Notes:**

##### **Under New Business,**

Chair Ken Anderson asked for new business at 1:47pm.

- **DuPont update:** Michelle Morin introduced Mr. Luis Concepcion. Luis has been with DuPont for over 13 years in Procurement and is taking the Supplier Diversity role as Loren Hopkins Taylor retires. Luis shared information about himself and the Supplier Diversity work at DuPont. Luis will remain in the spin within the DuPont Company as it spins out in 2019. He was happy to be invited to join GSDC on this call and looks forward to be able to join in person in the future. He apologized for not begin in person today and explained that DuPont's CPO Mr. Shelley Stewart is retiring and that the celebration of accomplishments was today, immediately following the GSDC meeting.

- **B2B update regarding DSB:** Ken Anderson shared that Damian DeStefano is the new Director of the Division of Small Business, having taken the role a month ago in August.
  - Ken reviewed a nine-page PowerPoint presentation (attached) that shares the current direction of the Division, including the mission statement: “The Division of Small Business is a service-focused agency committed to helping small businesses start and grow in Delaware”.
  - Ken shared the new job responsibilities of the DSB team to serve businesses by county or major city as Business Managers, who will assist business owners in navigating the services of State government. Business Managers will continue to refer business owners to the appropriate resources partners as well.
- **B2G update regarding OSD:** Michelle Morin shared GSS and OSD updates as follows:
  - Congratulations to Anas Ben Addi and the Housing Authority on a 423.4% increase over last fiscal year, including a 519.6% increase with MBEs and 107.8% increase with WBEs.
    - Anas shared details about two Minority business owners who were the successful bidders on construction projects, which chiefly attributed to the significant increase this year. Dean Stotler mentioned the one-time nature of construction projects. He shared that such increases in one fiscal year may not be repeatable the next year or future years, as a construction project is a one-time build and therefore one-time expenditure. Michelle indicated she would be requesting a quote from Anas for the Annual Report.
  - Fiscal Year 2018 spend results were shared as:
    - \$314.3M diverse and small business spend; an overall 9.36% increase over FY2017;
    - 19.35% increase diverse spend over FY2017;
    - -3.1% decrease small spend over FY2017, but made mention that certified small business (SBF) is a 40% increase over FY2017;
    - DSHA has an overall 423.4% percent increase over last year; 519.6 MBE increase and 107.8% WBE increase;
    - School Districts are 30% of diverse and 30% of small business spend; and
    - an overall 319% increase over the past 5 years, with fiscal year 2009 as a base year
    - 9 year changes from FY2009 to FY2018 and for this administration includes a breakdown by certification type and ethnicity as:

| DIVERSE                      | 9 years (FY18 over FY09) |
|------------------------------|--------------------------|
| Minority (MBE)               | 329.63%                  |
| African American             | 773.87%                  |
| Asian American               | 1617.76%                 |
| Subcontinent Asian           | 4.67%                    |
| Hispanic American            | -1.95%                   |
| Native American              | 410.01%                  |
| DE State Housing Authority * | 534.02%                  |
| Women (WBE)                  | 113.41%                  |
| White American               | 68.51%                   |
| Woman+                       | 113.09%                  |
| MWBE                         | 2907.19%                 |
| DE State Housing Authority * | 134.16%                  |

- 2 year changes from FY2016 to FY2018 and for this administration includes a break down by certification type and ethnicity as:

| DIVERSE                    | 2 years (FY18 over FY16) |
|----------------------------|--------------------------|
| Veteran (VOBE & SDVOBE)    | 23.59%                   |
| Veteran & Service Disabled | 32.24%                   |
| DisAbleD (IWDBE)           | 566.13%                  |
| DisAbleD                   | 566.13%                  |

- Michelle Morin shared GSS and OSD participated in or conducted 84 trainings and workshops since the May 15 GSDC meeting to engage business in B2G opportunities. During these events, 2108 business individuals were exposed to OSD and B2G access to opportunity information. Averaging 17 events per month and contact with 421 individuals monthly.

- **Recognition of awards** - none to share.

#### **Under Old Business,**

- Chair Ken Anderson asked if there was any update to the questions discussed at the May 15 meeting regarding what businesses are looking for with respect to support. Ken mentioned the questions shared at the May meeting would be useful to the Division of Small business.
- Ken raised the topic that another GSDC meeting between October and the December meeting with Governor Carney is necessary. Discussion ensued in support.
- Discussion regarding the outline for the December meeting occurred. Michelle Morin referred everyone to the minute of the May 15 meeting, page 3, where Director Ben Addi's comments provide a good outline on how to prepare to share information. Anas ben Addi further the topic, including that the Governor still does not know Council and a good approach would be to be prepared to share what Council does, what some of the successes of Council have been, and what Council is seeking for guidance to support the Administration. Further discussion on this topic continued.

#### **Public Question / Comment:**

- At 2:55pm, Chair Ken Anderson opened the floor for public comment. There were not any members of the public in the meeting rooms. It is unknown if any members of the public were on the phone as none self-identified.

#### **Next Meeting:**

The next meeting is set for October 24, 2018, from 1:30pm to 3pm in Wilmington as the primary location, with the possibility of video-conferencing between Wilmington and Dover.

#### **Meeting Adjournment:**

Meeting adjourned by Ken Anderson, GSDC Chair, at 2:57pm upon motion by Theresa Brown Edwards Esq. and seconded by Givvel Marrero.



# Division of Small Business

# What is our mission?

*“The Division of Small Business is a service-focused agency committed to helping small businesses start and grow in Delaware”*



# How do we accomplish our mission?

- We provide support to small businesses helping them maximize their potential to grow.
- We focus on assisting traditionally underserved populations in order to create a more diverse and vibrant business community.
- We champion Delaware's tourism industry by promoting the state's endless discoveries.
- We collaborate across state and local government entities to create a better environment for economic growth.
- We are responsible stewards of taxpayer dollars used for development projects.

A handwritten signature in blue ink, appearing to read 'SJS', is located in the bottom right corner of the page.

SJS

3/10/20

## Small Business Unit

- Aiming to fill a key gap in services provided by the state to the small business community.
- Act as “account managers” for our clients, the small businesses of Delaware, as they interact with government.
- Help to administer targeted support services for Minority, Women, and Veteran-Owned Small Businesses.
- Connect small businesses to community resources that can further assist their development.



**Delaware**  
DIVISION OF SMALL BUSINESS

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# Tourism Unit

- Continue to promote Delaware and it's Endless Discoveries™.
- Set goals to measure performance, continue to meet those goals or evaluate challenges to meeting them so adjustments can be made.
- Work with the small business community to connect them to new opportunities.
- Develop a strategy for expanding our outreach to new areas around the world.

9/25/2014



# Director's priorities

- Implement the new Small Business unit strategy with the team.
- Promote greater collaboration across our units.
- Develop goals that we can use to measure our success, and work on strategies to meet those goals.
- Provide staff with new opportunities for professional development and career growth whenever possible.
- Increase diversity within the division through recruitment efforts.

*Pat Hynes*

# Inter-Unit Collaboration Strategy

- Leadership council to hold bi-weekly meetings.
- Employee council to be formed and to meet on a monthly basis.
- Division wide events/training opportunities when possible.
- Quarterly employee newsletter.





# Questions?