

**ECONOMIC AND WORKFORCE DEVELOPMENT
COUNCIL COMMITTEE MEETING MINUTES
TUESDAY, JANUARY 8, 2019
1:30 PM
MUNICIPAL PLAZA BUILDING, B ROOM**

Members Present:	Councilmember Rebecca Viagran, <i>Chair, District 3</i> Councilmember Manny Pelaez, <i>District 8</i> Councilmember John Courage, <i>District 9</i> Councilmember Clayton Perry, <i>District 10</i>
Members Absent:	Councilmember Shirley Gonzales, <i>District 5</i>
Staff Present:	Carlos Contreras, <i>Assistant City Manager</i> ; Leticia Vacek, <i>City Clerk</i> ; Leticia Saenz, <i>Deputy City Clerk</i> ; Rene Dominguez, <i>Director, Economic Development Department</i> ; Russ Handy, <i>Director, Aviation</i> ; Michael Sindon, <i>Assistant Director, Economic Development Department</i> ; Adrian Perez, <i>Policy Administrator, Economic Development Department</i> ; Brandon Smith, <i>Office of the City Clerk</i> ; Denice F. Trevino, <i>Office of the City Clerk</i>
Others Present:	None

Call to Order

Chairperson Viagran called the meeting to order.

1. Approval of the Minutes from the Meeting on December 4, 2018.

Councilmember Courage moved to approve the Minutes of the December 4, 2018 Economic and Workforce Development Council Committee Meeting. Councilmember Perry seconded the motion. The motion carried unanimously by those present.

Briefing and Possible Action on:

**2. Consideration of Appointments to the Airport Advisory Commission (9 slots).
[Leticia M. Vacek, City Clerk]**

Leticia Vacek stated that members of the Airport Advisory Commission (AAC) served for one two-year term and positions in the following categories were open: 1) Aviation Industry; 2) Business Community; 3) Community; 4) FAA; 5) Taxicab Industry; and 6) Travel and Tourism. She noted that there were 37 applicants and 10 were deemed ineligible. She stated that statements were received for Le Roy Cavazos-Reyna, Graham Landry, and Priscilla Kirkwood and were distributed. Chairwoman Viagran asked of applicants who withdrew. Mrs. Vacek stated that Roger Hopkins, Mark Bromley, and George Meketa had withdrawn their applications.

Chairwoman Viagran stated that applicants would have three minutes to speak and requested that applicants address who they are and why they would like to serve.

City Clerk Vacek called upon the following applicants to speak:

Mark Fessler, Aviation Industry, Business Community, Community

Councilmember Pelaez entered the meeting at this time.

William White, Aviation Industry
Maureen McCann, Business Community, Community
Landon Phillips, Business Community
Alexander Riedel, Business Community
Ronnell Bright, Community
Leslie Hobgood, Community
Rebecca Buchanan, Community, Travel and Tourism
Deborah Omowale, Community
Reynaldo Saucedo, Community
John Smith, Community
George Alva, Taxicab Industry

Chairwoman Viagran recessed the meeting into Executive Session at 3:04 p.m. to discuss matters pursuant to Texas Government Code Section 551.074 (Personnel Matters). She reconvened the meeting at 3:31 p.m. and announced that no action was taken during the Executive Session.

Councilmember Perry moved to:

Re-advertise for the Travel and Tourism Category; re-designate the Taxicab Industry Category to Ground Transportation; re-advertise for the Ground Transportation Category; and recommend and forward the appointment of Mark Fessler to the Aviation Industry Category; the appointment of Maureen McCann, Landon Phillips, and the reappointment of Alexander Riedel to the Business Community Category; and the reappointment of Earl Jackson to the Federal Aviation Administration Category of the AAC to the full City Council for consideration.

Councilmember Courage seconded the motion. The motion carried unanimously by those present.

Councilmember Perry moved to recommend and forward the Reappointment of Deborah Omowale to the Community Category of the AAC to the full City Council for consideration. Councilmember Courage seconded the motion. The motion carried unanimously by those present.

Councilmember Perry moved to recommend and forward the reappointment of Leslie Hobgood to the Community Category of the AAC to the full City Council for consideration. The motion prevailed by the following vote: AYES: Councilmembers Pelaez, Courage, and Perry. NAYS: None. ABSTAIN: Councilmember Viagran. ABSENT: Councilmember Gonzales.

Councilmember Pelaez exited the meeting at this time.

3. Briefing on the FY 2018 SBEDA Program Annual Report. [Carlos Contreras, Assistant City Manager; Rene Dominguez, Director, Economic Development]

Rene Dominguez stated that the Small Business Economic Development Advocacy (SBEDA) Program Annual Report would be released to the public on January 11, 2019.

Michael Sindon stated that the purpose of the SBEDA Program was to promote the use of local small, minority, and women-owned businesses on City contracts. He noted that the program was established in 1992 and in 2010, a Disparity Study was conducted. He stated that in 2011, SBEDA Amendments established the following:

- New prime tools
- New subcontractor tools
- Central Vendor Registry
- Goal Setting Committee
- Robust compliance module

Mr. Sindon noted that a Disparity Study was conducted in 2015 and SBEDA Amendments in 2016 established the following:

- Expansion of prime tools
- Expansion of subcontractor tools
- Small, Minority, Women-Owned Business Enterprise (S/M/WBE) ability to self-perform contracts

Mr. Sindon stated that the SBEDA Program applied to solicitations over \$50,000 with certain exceptions and Funding/Developer Agreements over \$50,000. He noted that solicitations were divided into different industries and SBEDA Program Staff would determine if there were any SBEDA Program eligible businesses to apply for the solicitation. He stated that said businesses must be certified by the South Central Texas Regional Certification Agency (SCTRCA) as a S/M/WBE and have a headquarters or significant presence in the San Antonio Metropolitan Statistical Area (SAMSA) for at least one year with 20% of their employees working at the business in SAMSA. He reviewed the SBEDA Program process and noted that \$223 million was paid to 519 S/M/WBEs, representing 53% of the City's contractual spending on contracts in which the SBEDA Program applied. He provided a summary of the S/M/WBE, prime contractor, and subcontractor utilization for Fiscal Year (FY) 2018 and the SBEDA M/WBE utilization progress since 2011. He noted that the Small Business Advocacy Committee (SBAC) consisted of 11 members appointed to two-year terms by City Council. He stated that said Committee served in an advisory capacity to the Economic Development Department, the City Manager, and City Council in reviewing the SBEDA Program and its outcomes. He noted that the City partnered with the Alamo Colleges to establish a Mentor Protégé Program. He stated that said program begins with a series of classes to assist S/M/WBEs in writing a business plan, understand financials, learn how to market, etc. He noted that S/M/WBEs are partnered with mentors for a two-year period to learn best business practices.

Councilmember Perry requested the Federal and State Benchmarks or targets and comparisons with other Texas Cities. Mr. Sindon stated that he would provide that information.

No action was required for Item 3.

Adjourn

There being no further discussion, the meeting was adjourned at 3:50 p.m.

Rebecca Viagran, Chairperson

Respectfully Submitted,

Denice F. Trevino