



**MINORITY, WOMEN & EVANSTON BUSINESS ENTERPRISE (M/W/EBE)
DEVELOPMENT COMMITTEE**

Wednesday, March 16, 2022
6:00 P.M.
Meeting Minutes

MEMBERS PRESENT: Councilmember Peter Braithwaite, Councilmember Bobby Burns, Councilmember Devon Reid, Jared Davis, Angela W. Pennisi, Kemone Hendricks, and Bonaventure Fandohan

MEMBERS ABSENT: Michael McLean and Nasutsa Mabwa

STAFF PRESENT: Chief Financial Officer/Treasurer Hitesh Desai, Purchasing Manager Tammi Nunez, Nathan Norman Workforce Development Coordinator, and City Clerk Stephanie Mendoza

PRESIDING MEMBER: Councilmember Peter Braithwaite

1. DECLARATION OF A QUORUM

With a quorum present Councilmember Braithwaite called the meeting to order but a record of time us unavailable.

2. APPROVAL OF MINUTES

Councilmember Braithwaite motioned to approve the Minutes as presented from February 16, 2022, motion seconded. Motion passed unanimously.

3. GUEST INTRODUCTIONS

No Guest

4. OLD BUSINESS

A. NU Incubator Update

Nathan Norman provided an overview of the Minority-Owned Business Incubator. The incubator’s goal is to provide minority businesses with resources they need to build their business. There is \$300,000 of funding available for the incubator as well as a need to assemble a committee composed of Evanston residents, businesses, and Northwestern representatives. Bonaventure Fandohan asked if there is a comprehensive list of minority and women owned businesses available. Councilmember Braithwaite stated that there is not a list and expressed the need for the M/W/EBE committee to participate in the assembly of the NU Incubator committee. Councilmember Braithwaite has requested N.

Norman to provide a timeline for the incubator and accessibility of the program for potential participants.

5. STAFF REPORTS

A. M/W/EBE and LEP Tracking Report

Tammi Nunez provided an overview of the MWEBE goal compliant report. T. Nunez reported that most projects for 2021 have been completed and the City achieved twenty-three percent of the MWEBE goal. Councilmember Braithwaite requested a calculation of the waivers granted in 2021, with the intent of finding any trends where waivers are granted on a yearly basis. Angela Pennisi noted the concerns about monitoring Boulder Contractors MWEBE participation were addressed. T. Nunez stated there have not been any additions to the 2022 MWEBE goal compliant report, and one waiver has been granted to date. Additionally it was noted the LEP Penalty fund has a current balance of \$60,478.75. Councilmember Burns inquired about what a DBE is. T. Nunez provided an explanation. Councilmember Burns asked about the timeframe in which to use the penalty funds. Councilmember Braithwaite requested staff to provide an overview of the LEP program, the number of residents currently registered in the LEP database, and a list of past expenses paid for by the LEP fund to be added to the next agenda. Councilmember Burns requested an initiative providing resources to support Evanston tradespeople in transitioning to general contractors and business ownership opportunities be added to a future agenda as well.

6. NEW BUSINESS

A. Explore the City of Evanston create self-certification process for local business

Councilmember Braithwaite asked if the City would be able to self-certify local businesses and how that ability could benefit the City. Stephanie Mendoza likened the idea of certifying businesses to the processes for Freedom of Information Act requests and transfer stamps. S. Mendoza stated that she believes that this is a process that the City is capable of doing and would provide the City with a database of certified vendors. The documentation and time needed to self-certify as well as the benefits that local businesses would see was discussed. Jared Davis asked for clarification on which zip codes in Evanston would qualify as a valid Evanston address. Tammi Nunez and S. Mendoza stated that 60201 and 60202 zip codes are valid, whereas 60203 do not qualify due to property taxes being paid to Skokie. J. Davis brought up the topic of how to go about registering people whom have transitioned and the importance of having a process in place for this matter.

7. OTHER BUSINESS

No Other Business

8. ADJOURNMENT

Councilmember Braithwaite motioned the meeting be adjourned, motion seconded carried unanimously. Meeting ended at 7:20 pm.