



## **North Carolina Commission on Inclusion**

### **Minutes of Meeting**

October 3, 2018

UNC-Chapel Hill

3005 Michael Hooker Research Center  
135 Dauer Drive, Chapel Hill, North Carolina

#### **Present**

Nancy Astrike, Director, Diversity & Inclusion, Office of State Human Resources

Bryan Bannon, Chief Financial Officer, Department of Administration

Jenny Black, Commission on Inclusion

Kauline Cipriani, Assistant Dean & Associate Professor, UNC School of Public Health

Jeremy Collins, Office of Public Engagement, Office of the Governor

Taylor Elliott, Dean's Office, UNC School of Public Health

Michelle Fullerton, Commission on Inclusion

Paula Kohut, Commission on Inclusion

Mayor Lydia Lavelle, Commission on Inclusion

Councilmember LaWana Mayfield, Commission on Inclusion

Odessa McGlown, Director, NC Division of Purchase & Contract, Department of Administration

Barbara Rimer, Commission on Inclusion

Secretary Machel Sanders, Department of Administration

Nan Sanseverino, Communications Director, Department of Administration

Andrew Spainhour, Commission on Inclusion

Cecelia Surratt, Commission on Inclusion

Meredith Swartz, Purchasing Officer, Department of Administration, Fiscal Management

Emily Turner, Commission on Inclusion

Felicia Washington, Vice Chancellor for Workforce Strategy, Equity and Engagement, UNC

Katie Webster, Meteorologist, Branch Manager, NC Emergency Management Natural Hazards Branch, Department of Public Safety

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The meeting was called to order at 10:00 AM.

After presenting a video covering Hurricane Florence and its impact, Secretary Machel Sanders welcomed all in attendance. She stressed the degree to which the disaster impacted many diverse populations and gave a detailed recovery update. She then amplified Governor Cooper's direction that all agencies and commissions address the imperative of rebuilding and restoration.

Felicia Washington shared a perspective on Duplin County and how its disparities presented evacuation challenges and point towards future opportunities to improve disaster response in economically stressed communities.

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Next, Meredith Swartz, Purchasing Officer, NC Department of Administration, Fiscal Management, reported on HUB's expenditure of \$2.09 million and its utilization rate of 3.69%. Its utilization goal is 10%. She then shared the perspective that the underspend is due to securing better pricing on the open market (vs. contract mandates). For expenditures under \$10,000, the State must use term contracts. 62% of expenditures are for the State's term contracts, 3% are for commodities, and 35% are for services (e.g., janitorial). Where is it possible to make a difference? Anyone can bid on contracts over \$10,000. Their goal is to increase bidding, including among HUBs.

The Department's new Purchase Order captures HUB spending at renewal time. An active contract list will also be maintained. Formal bidding documents capture whether bidders are potential HUB vendors and are state certified. In addition, updated policies and procedures for HUB spending are including in the Department's new plan.

Lydia Lavelle then sought clarification of the percentage ownership required to establish HUB certification. Odessa McGlown, Director, NC Division of Purchase & Contract, Department of Administration, confirmed that, under State law, 51% ownership and control among HUB-defined classes of vendors is required. Commissioners then discussed the viability of sending solicitations to HUB vendors and expanding the universe of Executive Order 24 certified vendors. The Commissioners encouraged staff to determine whether (i) the Office of the North Carolina Secretary of State's Corporations Division could capture certain demographic data as part of its incorporation and/or annual certification process, and (ii) the degree to which subcontractors are utilized in order to confer HUB status on prime contractors.

Next, Nan Sanseverino, Communications Director, Department of Administration, gave a report detailing that there are 183,000 minority-owned businesses in North Carolina accounting for \$16.1 billion in sales. Nearly 4,000 of these are certified HUBs. NAICS classifications provide the means to assess small business thresholds.

Next, Katie Webster, Meteorologist, Branch Manager, NC Emergency Management Natural Hazards Branch, Department of Public Safety, presented a report on the State's disaster planning, preparedness,

specialized trainings, emergency response, recovery, and mitigation work. She detailed the work of the State Disaster Recovery Task Force, which Marqueta Welton, Deputy Secretary, Department of Administration, is working on.

Commissioners discussed the role law enforcement plays in assisting residents and communities affected by natural disasters and the degree to which there are challenges and opportunities arising out of trust concerns among some communities and law enforcement. Commissioners discussed utilizing NGOs as bridge builders and community partners to close gaps in trust so that people dislocated or otherwise affected by disasters can seek shelter safely.

In response to a question from Cecelia Surratt, Ms. Webster detailed the process by which people are navigated towards shelter, the role of County emergency managers in collaboration with DSS, and the role of the NC Rural Center.

Jeremy Collins, Office of Public Engagement, Office of the Governor, reported on Governor Cooper's priorities and connecting people inside and outside of state government to address community problems. He detailed the various daily calls he leads. He shared that a focus of his work is exploring how uniquely situated populations are served statewide. He pays particular attention to discovering unspoken concerns in an effort to get people help they need.

Afterwards, the Commission's subcommittees met over a working lunch to discuss their work to date, recommendations, roadblocks, and their progress towards closure on identified issues. In addition, the subcommittees were asked to assess diversity and inclusion with disaster preparedness. The following questions were posed:

- 1) How can the needs of diverse groups be most effectively considered and incorporated into disaster relief planning, response and recovery?
- 2) How can particular skills and knowledge of different groups be harnessed to build more disaster resilient communities?

Commission responses to these two questions focused on identifying a list of diverse groups, performing a community health assessment focusing on preparing for and responding to disasters, seeking the insight of housing authorities with access to vulnerable populations data, an equity impact assessment, and the use of social media.

In the interest of time, a follow-up conference call to discuss subcommittee reports will be scheduled. The Commission's next in-person meeting is scheduled for January 30, 2019.

The meeting adjourned at 2:00 PM.

Respectfully submitted,

Andrew Spainhour