



Charlotte Business INclusion Advisory Committee
Wednesday, June 10, 2020
WebEx-Virtual Meeting
8:00 – 9:30 a.m.
Meeting Summary and Action Items

- I. **Attendance:** Johanna Suarez, Nicole Reina, Jamal Cook, William D Stricker, Valerie Del, Vernetta Mitchell, Stephanie Kegley Adler, Jessie Jacobs, Edison P Cassels, Chyna Green, Nigel Long, Absent: Michele Ho, Staff: Phil Reiger, Kay Elmore, Shaunne Thomas, Eric Nelson, NaTasha Smith, and Thomas Powers
- II. **Introductions:** Chairman Edison introduced himself and asked all attendees also to do so.
- III. **Open Discussion:** Committee members and select staff members shared the effects of the following events on them, and their business:
 - COVID-19: The effects on small businesses
 - George Floyd Protest
- IV. **CBIAC Outreach Efforts with City Certified Businesses:**
 - PPE Opportunities- The city has procured almost \$1MM in PPE Products from city certified MWBEs.
 - Open letter- The committee agreed to collaborate with the city to write an open letter to MWSBES.
- V. **Roles & Responsibilities:** A copy of the committee member's roles & responsibilities will be sent out by email and reviewed at the next meeting.
- VI. **CBI Program Update Staff Update:** Staff provided a brief overview of the newly adopted CBI Policy Amendments.
- VII. **Committee Updates and Assignments:** No committee updates and assignments
- VIII. **Plans for Next Meeting:** July 08, 2020
- IX. **Adjournment:** Chairman Cassell ended the meeting at 9:32 AM.

The following page contains the list of the action items captured from the June 10, 2020, CBIAC Committee Meeting:

Action Items-CBIAC Meeting June 10, 2020				
	TASKS	RESP.	DUE	Completed
1.	Share a copy of CBIAC Members' roles and responsibilities and committee descriptions with Edison Cassells.	Eric Nelson	06/18/2020	06/17/2020
2.	Share a copy of the MWSBE PPE vendor list with Edison Cassells.	Nelson/Thomas	06/18/2020	06/17/2020
3.	Connect Edison Cassells with someone in Marketing & Communications to assist with crafting an open letter from CBIAC to the MWSBE community.	Thomas Powers	6/18/2020	06/11/2020
4.	Bill Stricker is to send a copy of the Culture of Care information to Eric Nelson.	Stricker	06/10/2020	06/10/2020
5.	Committee members provided with a copy of the newly adopted CBI Policy Amendments PowerPoint Presentation made to City Council.	Kay Elmore	06/18/2020	06/11/2020
6.	Edison will lead the effort to craft an Open Letter to the MWSBE Community from the committee about "Black Lives Matter Moments" supported by Marketing and Communications.	Cassells/Powers/Thomas	7/08/2020	
7.	New Committee Assignments at the July meeting	Cassells	07/12/2020	

June 10, 2020, CBIAC Meeting Summary and Action Items submitted by:

Eric B. Nelson 6-17-2020