



Charlotte Business INCLUSION Advisory Committee

Wednesday, May 08, 2024

10:00–11:30 a.m.

Meeting Summary and Action Items

- I. **Attendance:** Pacino Mancillas, Carolina Shoffner, Gary Beal, Ciara Lilly, Rochelle Stewart, Jerome Marez, Joaquin Soria Absent: Jason Deans, Kymberlyn (Kym) Gardner, Rebecca LaClaire, Sharon Walters Staff: NaTasha Smith, Thomas Powers, Nyema Mathis, Steven Coker, Julius Edwards, Venesia Draughn and Alexandria Boyd

- II. **Welcome:** Chairman Ciara Lilly welcomed everyone and called for a motion to approve the April 10, 2024 meeting minutes. Carolina Shoffner made the motion and Jerome Marez seconded it; thereafter, Chairman Lilly collected each committee member's vote to accept the meeting minutes.

- III. **CBI Staff Update:** Steven Coker gave an update on the Impact Study and the Annual Report. Steven indicated that two new staff members will be joining the CBI team. Steven also spoke about the outreach initiative that will take place over the next few months. The staff will be traveling all over North Carolina conducting outreach and Steven asked the CBIAC for assistance when available. Steven recognized Thomas Powers, who is transitioning to another position, for the great work he has done with the City of Charlotte and CBIAC. NaTasha Smith gave an update about the new members who will be joining the board and indicated that CBIAC should have a full committee by the June 12th meeting. NaTasha also gave an update that City Council's Jobs and Economic Development Subcommittee voted and passed to increase the CBIAC member term to a 3-year term.

- IV. **New Business:** Each subcommittee discussed its goals and objectives.
 - Measured Sustainability: There were no updates.
 - Outreach & Engagement: Pacino Mancillas gave an update on the outreach objectives: how to increase WBE participation and to develop a strategy to help deliver the CBI Newsletter to the community. Thomas Powers gave counsel about distributing a CBIAC newsletter to comply with public records and state law.
 - Accountability: There were no updates.

Chairman Lilly asked Steven Coker if there were any updates to the survey requests for all CBI outreach events. Julius Edwards indicated that he and Nyema Mathis would conclude their CBI survey session with the Charlotte Communications Department today, May 8th at 2 p.m. Julius also mentioned that he is looking to meet with City Department leaders to get their feedback and will be conducting a post-business connection event to collect some anecdotal feedback from vendors.

Chairman Lilly ask the Outreach and Engagement Subcommittee to come up with a SOP pertaining to how CBIAC can be an asset to the CBI Staff outreach efforts.

- V. **Open Discussion:** Chairman Lilly spoke about onboarding the new CBIAC members. Chairman Lilly and the committee discussed the CBIAC board retreat which will be held September 18, 2024. Chairman Lilly encouraged the committee to share outreach events that their associations are hosting and for the committee to attend when available.

The committee discuss the difference between contracts which contain federal, state, and local funding and how and when CBI can intervene. Chairman Lilly and Jerome Marez asked Steven Coker for clarity on the department liaisons for City contracts. Chairman Lilly asked Steven Coker for number of dual certified firms within the CBI database to help determine the economic impact within the State and local region.

VI. Plans for Next Meeting: July 10, 2024

VII. Adjournment: There being no additional business, Chairman Lilly called for a motion to adjourn. Pacino Mancillas made the motion, and Jerome Marez seconded it.

VIII. The meeting adjourned at 11:06 a.m.

May 08, 2024, CBIAC Meeting Summary submitted by:

NaTasha Smith 05/22/2024