



Charlotte Business INclusion Advisory Committee

Wednesday October 9th, 2024

10:00–11:30 a.m.

Meeting Summary and Action Items

- I. **Attendance:** Pacino Mancillas, Joaquin Soria, Lakesha Womack, Raghunadha Kotha, Zahan Patin, Carolina Shoffner, Jerome Marez, Monica Kweman
- II. **Welcome:** Co-Chairman Shoffner welcomed everyone at 10:05 and called for a motion to approve the Sep 11th, 2024 meeting minutes. Pacino Mancilla made the motion and Jerome Marez seconded it; thereafter, Co-Chairman Shoffner accepted the meeting minutes.
- III. **CBI Staff Update:** Nyema gave the update on Steven's behalf.
 - Hiring update: CBI Small Business Specialist position has been filled and they are scheduled to start Oct 28th. Ideally by the Nov CBIAC staff meeting. CBI University coordinator and our Compliance positions still need to be filled.
 - MWSBE Master utilization master plan – City Council meeting was held yesterday. Goal is to remove barriers. Next presentation will be in Nov- Date and time will be provided. CBI strike team wants to remove waivers to increase participation for our vendors. We are looking to be moved up in the project process to have more time to identify needs earlier. For example, this will allow us to do outreach to prepare vendors.
 - Council Meetings: Public hearings allow speakers get either 1-2 minutes to speak. We will provide support with messaging so that we are aligned. The link to sign up as a speaker will be provided.
- IV. **Retreat Follow up:**
 - **Last 2024 in person meeting vote**
 - Committee voted on what month they want to have a in person meeting, either Nov 13th or Dec 11th. The Dec 11th meeting won the vote. Pacino suggested Cuban food. CBI will look and see if the budget will allow- If Possible, change the time to make it a working lunch meeting.
 - **Vote on hybrid schedule for 2025**
 - Options are A. bi-monthly with a break or B. Quarterly with a break. Option B Quarterly in person with a break in July won the vote.
 - **Review/ Refine “Threats/Opportunities”**
 - Ciara and Carolina will do a deep dive on these to move us towards next steps. For example... Is this applicable, do we need more information, how does this impact subcommittees and how does it align with our goals for 2025.
- V. **New Business:**
 - Erlan will be appointed to fill Pacino Mancilla's Latin Chamber of Commerce seat
 - Christina Jarrett will be appointed to fill Rochelle Stewart's National Association of Women Business

Owners seat

- VI. Open Discussion:** A suggestions was brought up to consider having vendors come to CBIAC meetings and have sum time to share about their business. It would be an opportunity for vendors to get extra exposure to share about their business.

- VII. Plans for Next Meeting:** Nov 13th we will do a deeper dive into threats and opportunities after Ciara and Carolina

- VIII. Adjournment:** There being no additional business- Chairman Shoffner called for a motion to adjourn. Pacino Mancilla made the motion, and Soria Joaquin seconded it.

- IX.** Steven Cooker jumped on to say hello and express appreciation for retreat outcome. The meeting adjourned at 11:03

Oct 09, 2024, CBIAC Meeting Summary submitted by:

Jasmine Timmons 10/09/2024