

CalVet Veterans Services Division

Minutes		
Date:2/17/2015	Time: 1:30 to 4:00 pm	Meeting Location: Department of General Services (DGS) Rm 7-100
Type of meeting	Small Business (SB)/Disabled Veterans Business Enterprise (DVBE) Advocates Steering Committee	
Attendees	Stewart MacKenzie, CalVet; Michael Aguilio, DGS; Robert Beamer, CalVet; Lynette Hall, CalPers; Shaironda Morris, DOR; Nina Martinez, CDCR;	
Topics Covered In Meeting		
60 minutes		
<p>Review of last SB/DVBE Advocates Workshop, January 28, 2015</p> <ul style="list-style-type: none"> The Vendor Showcase – Tanya Little was not at the meeting thus this topic was postponed to the next meeting. During Maureen Moss' Mentor Program update, she asked two procurement and/or contacting questions. Advocates enjoyed this process and the discussion was lively. With Maureen's retirement, the Steering Committee recommended the question session to continue. Collen Rubens volunteered to do the Question and Answer Session at the next workshop. Susan Sudmann of DGS/FI\$Cal presented an update of the FI\$Cal project. She specifically pointed out the responsibilities of the agencies not on FI\$Cal after July 1, 2015. The Steering Committee will request another update at the May Workshop. Brittany Heth-Tran's presentation on the DVBE Participation Report from the primes answered many of the questions that the Advocated had and was excellent training. 		
<p>Agenda for SB/DVBE Advocates Workshop, May 20, 2015</p> <ul style="list-style-type: none"> California Procurement and Contracting (CAL-PCA) Academy/Advocate Boot Camp - Michael Aguilio and Robert Beamer Best Practices Agency Report – Public Health – Theresa Snider Mentor Report – Bob Beamer Review January meeting minutes – Bob Beamer CalVet Management Presentation - TBD DGS Management Presentation - TBD FI\$Cal – Susan Sudmann Vendor Showcase – Tanya Little Questions and Answers Session – Collen Rubens SB 854 – Public Works – Charles Devoe 		
<p>Strategy Session on Advocates Boot Camp</p> <ul style="list-style-type: none"> Steering Committee should recommend a two-day course and a one-day course to management. A one-day course would include only the very basics taught mostly by qualified Advocates with minimum support from CAL-PCA. After the Boot Camp, the Advocate would have to complete several classes provided by CAL-PCA such as the Basic Acquisition Course and the SB/DVBE Option. Upon completion, the Advocate is certified. The Advocates would teach the two-day course the first day and CAL-PCA would instruct the second day. Michael Aguilio and Robert Beamer will meet in December and develop a rough draft of the curriculums. 		
<p>Membership</p> <p>The Steering Committee approved two new members: Curt Dickerson of CAL FIRE and Jamie Hanford of Prison Industries Authority.</p>		
<p>SB/DVBE Advocates Steering Committee – Objectives for 2014/2015</p> <ul style="list-style-type: none"> Double the number of advocate mentors providing assistance to new advocates from 9 to 18 by May 2015 Develop an "Advocate Boot Camp" curriculum with the California Procurement and Contracting Academy (CAL-PCA) by January 15, 2015. Conduct an Advocates Boot Camp in 2015 <p>With the retirement of Maureen Moss, Robert Beamer will coordinate the Mentor program.</p> <p>Michael Aguilio and Robert Beamer meet with the CAL-PCA to request their assistance with the Advocates Boot Camp. CAL-PCA made some recommendations and offered to assist the Steering Committee with training development and support.</p>		
Discussion	The following topics will be discussed at the next meeting	
	Vendor Showcase	
	Advocate Boot Camp	

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	Advocate Workshop review for 1/28/2015	
Date and time:	February 12 ,2014, 1:30 pm to 4:00 pm Location: DGS, Room 700	
Action Items	Person Responsible	Deadline
Draft Curriculum for Advocates Boot Camp and send to Steering Committee for Review and Comment	Robert Beamer and Michael Aguilio	January 15, 2015