

CalVet Veterans Services Division

Minutes	
Date:10/8/2014	Time: 1:30 to 4:00 pm
Meeting Location: Department of General Services Rm 700	
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; Maureen Moss, CHP; Shaironda Morris, DOR; Colleen Rubens, Cal Recycle; CalVet; Nina Martinez, CDCR
Topics Covered In Meeting	
60 minutes	
<p>Review of last SB/DVBE Advocates Workshop, September 17, 2014.</p> <ul style="list-style-type: none"> The number of speakers matched the time allowed for the meeting. When speakers prompted questions, it really added to meeting content. Advocates are looking forward to the results of the new study on SB/DVBES by DGS Teleconference Attendees Etiquette - much improved with new microphone system. There were two complaints from people on the conference line that the background noise was loud and irritating. Michael Aguilio will look into this. Review of previous meeting minutes effective. The update on the Prime Contractor Reporting requirements was excellent training with good questions and ideas. 	
<p>Agenda for November</p> <ul style="list-style-type: none"> California Procurement and Contracting (CAL-PCA) Academy - Michael Aguilio and Robert Beamer Agency Report - CAL FIRE Curt Dickinson Mentor Report - Maureen Moss Review September meeting minutes - Robert Beamer CalVet Review DGS Review Commercially Useful Function - Bernard Quinn 	
<p>Steering Committee Comments: CalVet DVBE Veterans Business Forum</p> <ul style="list-style-type: none"> Great turnout Good location and layout Advocates were able to talk to many DVBEs Should become an annual event Lunch was excellent Having two rooms for Business Matchmaking, due to space limitations, worked out better than expected Should be held in Northern California 	
<p>Membership</p> <p>The Steering Committee approved two new members. CalVet and DGS committee members will get management approval.</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 November 30, 2014. Conduct an Advocates Boot Camp by May 2015 <p>The Steering Committee is concerned about this objective. They worry that Advocates who complete their mentorship may still need more work experience before they are ready to be a mentor. The Steering Committee will review the progress of all of the mentors at the next Steering Committee meeting. In addition, Maureen Moss will review the Advocates list for potential mentors. Michael Aguilio and Robert Beamer will meet with the CAL-PCA to request their assistance with the Advocates Boot Camp.</p>	
Next Meeting	
Discussion	The following topics will be discussed at the next meeting
	Agency Report
	Mentor Program
	Advocate Boot Camp
	Advocate Workshop review for 11/4/2014

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Date and time:	November 12, 2014, 1:30 pm to 4:00 pm Location: TBD	
Action Items	Person Responsible	Deadline
Meet with CAL-PCA	Michael, Robert	November 12
Mentorship Review	Maureen	November 12