

Business Advisory Council – Meeting Agenda

Date	Wednesday, September 27, 2023
Time	1:00 P.M. to 3:30 P.M.
Location	Online Zoom Meeting

Items of Discussion	Responsible Party	Min.	Time
I. Welcome & Introductions	Jeannie Jones	15	1:00 – 1:15
II. Approval of Minutes – July 2023	Jeannie Jones	5	1:15 – 1:20
III. Small Business Updates			
a. <i>Small Business Program</i>	Catrina Blair	20	1:20 – 1:40
b. <i>Small Business Compliance</i>	Cyrita Pacheco	15	1:40 – 1:55
IV. Committee Meeting Updates	Committee Chairs		1:55 – 2:55
a. <i>Outreach Committee</i>		15	1:55 – 2:10
b. <i>Legislative Committee</i>		15	2:10 – 2:25
c. <i>Construction Committee</i>		15	2:25 – 2:40
d. <i>Professional Services Committee</i>		15	2:40 – 2:55
V. SB Diversity & Resources Fair	Shonda Hornbeck	15	2:55 – 3:10
VI. Action Item Review	Annette Picetti	5	3:10 – 3:15
VII. Prime Update	KPMG	10	3:15 – 3:25
VIII. Public Comment	Guests	5	3:25 – 3:30
IX. Meeting Adjourned			3:30

Additional Resources:
<ul style="list-style-type: none"> Connect HSR business opportunities: www.connectHSR.com

Small Business Action Items					
	Action Item	Requested By	Responsible Party	Date Complete	Status
1	Small Business Performance Plan to members	Laura Uden	SB Team	In progress	The SB Annual Plan, providing utilization and performance metrics, will be posted to landing page, anticipated by the end of the calendar year.

2	Team to provide reports on Microbusiness Goal	Laura Uden	SB Team	Complete	Compliance Manager Cyrita Pacheco will incorporate reports on MB utilization during the BAC SB Compliance Update. MB numbers will be a part of the SB dashboards on the website coming soon.
3	Investigate Weekly Certified Payroll Reporting Requirements for sub-consultants on non-reporting weeks	Debra Hunsanker	SB Team	Complete	The Labor Compliance team monitors the submission. If there is no work on that week, they are still to submit a no performance form or statement indicating the week where no work is performed but the CPR numbers should still be in the running order.
4	Investigate Joint Venture Requirements	Pete Varma	SB Team	Complete	Authority hosted a joint venture workshop on 5/12/22. Materials emailed to Pete Varma on 9/15/23.
5	Re-establish Meetings with Brian Kelly	Laura Uden	Jeannie Jones	Complete	Scheduled 9/26/23

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Business Advisory Council Mission Statement

The Mission of the California High-Speed Rail Authority (Authority) Business Advisory Council (Council) is to cultivate a partnership between the Authority and its Small Business and contracting community. The Council will serve as a forum to provide essential input and advisement to the Authority in implementing its

policies and practices that affect and/or impact Small Business utilization and participation in all the Authority's contracting programs. The collaboration and insight will serve to advance the Authority's success in meeting its 30% Small Business Goal on this historic infrastructure project.

Reasonable Accommodation for Any Individual with a Disability

Any individual with a disability who requires reasonable accommodation to attend or participate may request assistance by contacting the Authority at (916) 324-1541. Requests for additional accommodations for the disabled, signers, assisted listening devices, or translators should be made no later than one week prior to the meeting.

Next BAC Meeting

November 29, 2023

2023 Business Advisory Council Schedule

The Business Advisory Council Meetings are scheduled from 1:00 P.M. to 4:00 P.M. for the dates shown below.

- November 29, 2023

HSR Business Advisory Council Webpage

<https://hsr.ca.gov/business-opportunities/small-business-program/business-advisory-council/>