



**Labor and Business Work Team
 Teleconference 5/2/2017**

Work Team Members: Craig Anderson, Rusty Barber, Emerson Coy, Agnes Fleming, Kelly Jackson, Franko Marcos, Matt Kunstman, Arvina Martin, Chris McGeshick, Gary Mejchar, Cyless Peterson, Christie Schmidt, Delores Staples, Ward Staples, Marge Taylor, Kim Swisher (ITTF Assistant). **Guest:** Kevin Chesnik.

Agenda	Notes Of Teleconference Call	Action Items
1. Review notes from April meeting 2. Update on NADBE Communications Outreach 3. Outreach and Marketing options for website 4. Review Annual Work Plan 5. Next Meeting	<p>The meeting began at 1:30 pm. The group reviewed the meeting notes from the April 3rd meeting. Gary noted that NADBE webcast should reach NADBE Communications Outreach. Gary noted that the communications outreach efforts should be preferably done on a monthly basis. Cyless did talk with John and Michelle, and the feeder system is possible, but it needs to be setup. Agnes will follow up with John.</p> <p>Gary discussed that we missed the webinars, but work continues on this. Kevin is still on board. Gary and Kevin talked with Michelle. She is requesting a scope of work. Much of the curriculum is already developed. Kevin noted that WisDOT needs to be involved, and we need to determine who will present and what content is included. A “dry run” needs to be scheduled. The webinars would be available for viewing by NADBEs on the ITTF website. Gary would like to discuss rescheduling. Agnes will schedule a teleconference for Gary, Kevin, Kim and Agnes to discuss next steps. Once a schedule is developed, this will be shared with the Work Team. Gary suggested we consider building out the distribution list to include other DBEs. It was suggested a timeline be drafted by the next Work Team meeting in June. This would include a template of the PowerPoint presentation.</p> <p>The group reviewed the Work Plan. The fiscal year of the Work Plan is 5/1/2017 through 4/30/2018.</p> <p>There was discussion on getting a jump start on planning the WTTC. Gary suggested including a mini survey asking what topics are “hot”, and Kevin suggested including this with the Save the Date.</p> <p>Gary will follow up on the proposal for additional functionality with the only NADBE Directory. The additional functionality should include user login ability.</p> <p>Agnes noted that we need to get back on track with Tribal Roads Project Lettings Notification System. OTIE, AICCW and TLAC are taking the lead on this project. Kelly noted that the Sokaogon Chippewa Tribe is taking over administration of the contract.</p>	<p>Agnes – Follow up with John to a monthly list of NADBEs that receive their letter.</p> <p>Gary & Kevin – Develop a scope of work for Michelle.</p> <p>Gary & Kevin – Firm up content and presenters of webinars by June 6th meeting.</p> <p>Agnes – Schedule a teleconference for the Webinar work team.</p> <p>Agnes – Send Danielle’s WTTC survey to everyone.</p> <p>Agnes – Schedule WTTC planning meetings.</p>



	<p>The group discussed DBE Support Services and access to capital, and Gary shared information about the Wisconsin Business Indian Alliance (WIBA). WIBA’s website will be completed shortly, and needs to be added to ITTF’s website.</p> <p>The group discussed trainings that would increase competitive quoting for NADBEs. Agnes and Gary discussed the needs for awareness that these free NADBE supportive services are available.</p> <p>The group discussed including Speed Networking again at WTTC, holding the sessions at 10:00 am. There was good feedback, with nine contractors participating.</p> <p>Gary suggested including Tribal Roads Managers, as they have their list of primes that they work with. Gary suggested reaching out to ITTF Members for their suggestions.</p> <p>The meeting ended at 2:08 pm.</p> <p>Next Meeting:</p> <p>The next Business & Labor Work Team meeting will be held on Tuesday, June 6, 2017, at 1:30 pm.</p> <p>GoToMeeting Information: https://www.gotomeeting.com/join/470753405 (646) 749-3122 Access Code: 470-753-405</p>	<p>Gary – Proposal needed for additional functionality with online NADBE directory.</p> <p>Kim – Add link to WIBA website as a resource on ITTF website.</p>
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