



SMALL BUSINESS AND SUPPLIER DIVERSITY COMMISSION MEETING

Minutes

**Friday, August 21, 2020
Virtual Meeting
11:00A.M.**

Present: Commissioner Deer, Nicole Hayes, Commissioner Stanley Moore, Commissioner Kevin Morrison, Heady Ratner, and Mae Whiteside (6)

Absent: Zollie Carradine, Jamie Di Paulo, Cornelius Griggs, and Karen Riley (4)

Also, in attendance- Lawrence Wilson- Comptroller, Cook County Government

I. Public Testimony

There was no public testimony provided at this meeting.

II. Approval of July 24, 2020 Meeting Minutes

Motion was moved by Commissioner Kevin Morrison and Second by Mae Whiteside to approve meeting minutes of the July 24, 2020 Small Business and Supplier Diversity Commission meeting. Motion carried. Aye- Commissioner Deer, Nicole Hayes, Commissioner Stanley Moore, Commissioner Kevin Morrison, Heady Ratner, and Mae Whiteside.

Absent: Zollie Carradine, Jamie DiPaulo, Cornelius Griggs, and Karen Riley.

III. Presentation by Carla Robinson, Owner Canary Telehealth

Mrs. Robinson provided a brief overview of the Telehealth business model within Cook County Government.

Pg. 2
Small Business Commission Meetings Minutes
August 21, 2020

Commission Member Hedy Ratner stated “there is an issue with payments being held up within the user departments to pay vendors and this should be an imitative of the Cook County Small Business and Supplier Diversity Commission.”

IV. Presentation by Edward H. Olivieri-Director Contract Compliance
Cook County Government -Topic regarding **Prompt Pay Ordinance**

Mr. Olivieri gave a brief overview of the Prompt Pay Ordinance which states “the prime contractor has 15 days to pay the sub-contractor after receiving payment from Cook County Government”.

Mr. Olivieri went on to state the process is as following:

“The user department has 30 days to receive a payment from a vendor. If all documentations are received, the user department than uploads information to the financial management billing system (Oracle System).The Comptroller Office than reviews information and can take up to 30 days to process payments. Currently, the Comptroller process payments within 7-10 business day. After the Comptroller issues the check to the prime contractor/vendor than the prime contractor has 15 days to issue check to sub-contractor.

Recap- 30 days the user department reviews payment from vendor, 30 days in the Comptroller Office for processing, (this time could be less) and the prime contractor has 15 days to pay the sub-contractor. That is a minimum of 75 days before a sub-contractor will receive payment if all documentations are submitted properly.

Mr. Olivieri also acknowledged The Cook County Board recently approved a contract with Collete Holt and Associates to conduct a Disparity Study on behalf of Cook County Government. A Disparity study is a legal requirement to maintain an MBE/WBE program. There are various components to the program.

Pg. 3
Small Business Commission Meetings Minutes
August 21, 2020

1. Statistical analysis about marketplace;
2. How does Cook County spend money as it relates to MBE/WBE program?
3. How does the marketplace respond to MBE/WBE own businesses?
4. Every (5) years a Disparity study must take place to justify maintaining the efficiency of the program.

June of 2021 is the current sunset date of the MBE/WBE program. The Director of Contract Compliance will be seeking an extension of the program.

Also, in attendance Lawrence Wilson, Comptroller for Cook County Government.

Chairman Dennis Deer asked, **“What happen to offering direct deposit for vendors who do business with Cook County government.”**

Mr. Wilson stated “ A credit card payment for vendors and outreach is provided by PNC Bank. We work through the Cook County Procurement Office to offer this as a preferred payment method through the RFP process for contracts but **do not** offer it as part of the selection process and or evaluation process for contracts.

V. Next Steps

Commission member Hedy Ratner suggested to contact Collete Holt to attend next meeting of Cook County Small Business and Supplier Diversity Commission meeting to provide an overview of Disparity Study.

Friday, September 25, 2020 will be the next Small Business and Supplier Diversity Commission Meeting.

VI. Adjournment

A motion was made by Commissioner Hayes, seconded by Commissioner Riley to adjourn meeting. The motion carried by the following vote: **Commissioner Deer, Nicole Hayes, Commissioner Stanley Moore, Commissioner Kevin Morrison, Hedy Ratner, and Mae Whiteside (6) Aye**

Absent: Zollie Carradine, Jamie Di Paulo, Cornelius Griggs, and Karen Riley (4) motion carried, meeting adjourned.