

TRANSPORTATION RESEARCH BOARD

DBE COMMITTEE MEETING MINUTES

JULY 28, 2011
TELECONFERENCE

MEETING ACTION ITEMS IN BOLD

Approval of the March 16, 2011 Minutes

- The March 16, 2011 minutes were approved by consensus.

TRB Synthesis Topics

- Six topics were submitted on behalf of the DBE committee by the February deadline. The topics were: prequalification of DBEs to assess value of considering prequalification of DBEs for highway-related construction; use of set-asides in DBE program; DBE goal calculation in design/build contracts; national bonding assistance program; establishing a SBE program; and DBE supportive services programs.
- **The TRB Synthesis topic on SBE Program was approved for funding. The NCHRP is in process of selecting the Panel. The first panel meeting is planned for August or September 2011.**

Triennial Strategic Plan (TSP)

- There hasn't been a TSP for the last four years. An email was sent seeking volunteers. No one responded to the HELP message. **Ms. Fonseca will send another e-mail to committee members to identify four or five volunteers to help shape the TSP.**

Webinar Session Topic(s)

- TRB is a strong supporter of webinar sessions and will assist in presenting webinar sessions.
- Suggestion is to have a Webinar on the new guidance on Section 26.39—Fostering Small Business Participation. Each model is expecting recipients to submit the Small Business Participation component to the DBE Program Plan by February 28, 2012. Mr. Ashby previously agreed to present on the subject when the guidance is issued.

2012 DBE Committee Sessions Topics

- Next year's TRB annual meeting theme is "Transportation: Putting Innovation and People to Work."
- Need to identify topics and presenters by September 2011.
- Since theme is Putting Innovation and People to Work—recommendation is to have two (2) topic sessions:
 - o (1) Since USDOT recipients will need to implement a SB component into their DBE Program Plan as required by 49CFR 26.39—Topic: Fostering Small Business Participation.
 - o (2) OJT Best Practices
- Seeking volunteers to Moderate meeting and facilitate panel for the two topics. **Please get back to Ms. Fonseca by August 15, 2011 with ideas on panel presenters and moderator.**

Paper Submissions

- The DBE Committee is sponsoring one (1) Paper Submission. This is the first for the Committee. The submission is from the Alaska DOT on topic: Successful On-The-Job Training: Apprenticeship vs. Trainee Programs on FHWA Projects in Alaska.
- As a reminder Paper Submissions are due June 1 of each year.

Adjournment

- Meeting adjourned. Next meeting January 2012