



Minutes for March 2004

Attendance

The meeting was hosted by the City of San Diego and was held at the Catamaran Resort Hotel. There were 24 people in attendance including 2 guests.

Introductions

Nadine Braudaway, Chair called the meeting to order and asked for the introduction of guests. Ed Cook with the San Diego Airport Authority introduced Patricia Wright as his guest and Walter Rossmann with the City of San Diego introduced Pam Glover as his guest.

Announcements

- 1) Nadine announced that the audit of the Treasurer's books was completed recently as required by the CAPPO bylaws whenever there is a change in the position of Treasurer. The audit was conducted by Nadine Braudaway, Walter Rossmann and Catherine Laue. The audit found the Treasurer's books to be in good order. The Treasurer duties have now transferred from Tina Yoke to Catherine Laue.
- 2) Linda Christensen, City of Santee, announced she had brought flyers regarding the upcoming C.P.M. trainings. The trainings will be held at the City of Santee but registration must be routed to State CAPPO contacts listed on the flyer.
- 3) Walter Rossmann, City of San Diego, announced that he will assist agencies interested in pursuing the Achievement in Excellence Award (AEP) by offering monthly meetings to provide required assistance with the application process.
- 4) John Coggins, City of Chula Vista, announced he and Walter looked at 5 sites for the location of the 2006 conference to be in San Diego. The Catamaran was selected as there are numerous great meeting rooms and spacing for the vendor exhibit. After the luncheon, a tour was given of the hotel and accommodations.
- 5) Brenda Hodges, City of National City, encouraged additional Committee volunteers for the upcoming 2006 conference. The Committee Chairs still required are: Guest program, Support Committee, Publicity and Finance. All Committees however still need help so everyone is urged to participate in some way.
- 6) Rachel Levens, City of La Mesa, asked if anyone was using E- Bid board for Construction Projects. Please contact her directly to provide additional information on bid boards such as Buy Net.

7) Ralph Oliver, Port of San Diego, announced Neil Malmquist is retiring in April. CAPPO members are welcomed to attend a party for Neil on 4/29/04 from 3p.m-5p.m. at the Port of San Diego's Administration Building.

Presentation

Walter Rossmann, City of San Diego gave a presentation titled "Regional Small Business Outreach". This presentation was recently given as a ProD at the 2004 CAPPO conference in Long Beach.

The City of San Diego partnered with the [San Diego County Hispanic Chamber of Commerce](#) (SDCHCC) and other local chambers to create the Diverse Emerging Vendor Outreach (DEVO) program.

The program's focus is to increase the participation levels of competent and capable small and emerging businesses in bidding. Membership (from interested bidders) with the San Diego County Hispanic Chamber of Commerce is **not** required to participate.

In addition to providing networking and educational opportunities to vendors, the program has a self-certification component. Those vendors who qualify can fill out a one page certification form with the SDCHCC. Self-certified vendors are then entered into a database, which is utilized by the City of San Diego Purchasing Division, Center City Development Corporation (CCDC), Port of San Diego, San Diego County Water Authority and Metropolitan Water District of Southern California, to identify qualified potential bidders for solicitation of bids.

The Devo program currently has 1,300 vendors in the database of which 90% are located within the County of San Diego. For additional Devo program information, please contact Walter Rossmann at (619) 236-5921.

Closing

Nadine Braudaway announced April's meeting would be hosted by the County of San Diego at the County's Office of Emergency Services on April 28th.

Minutes submitted by Tina Yoke, Vice Chair