



**Record of Meeting | July 20, 2016**

The Illinois State Toll Highway Authority (the “Tollway”) held the Diversity & Inclusion Committee Meeting on Wednesday, July 20, 2016 in the Boardroom of Tollway Headquarters in Downers Grove, Illinois. The Meeting was held pursuant to By-Laws of the Tollway upon call and notice of the Meeting executed by Chairman Robert J. Schillerstrom and posted in accordance with the requirements of the Illinois *Open Meetings Act*. The Meeting was open to the public.

*[Bolded entries indicate issues which may require follow-up to present or report to Directors.]*

**Call to Order / Roll Call**

Committee Chair Corey Brooks called the Meeting to order at approximately 11:02 a.m., stating that this is the regularly scheduled meeting of the Diversity & Inclusion Committee of the Tollway Board of Directors. He invited attendees to rise and join in the Pledge of Allegiance. He then asked the Board Secretary to call the roll, those Directors present and absent being as follows:

Committee Members Present:
Committee Chair Corey Brooks
Director Joseph Gomez
Director David Gonzalez (entered at 11:04 a.m.)
Director James Sweeney

Committee Members Not Present:
Director Earl Dotson, Jr.

The Board Secretary declared a quorum present.

**Public Comment**

Committee Chair Brooks opened the floor for public comment.

John Scifers, Board member of the Elite Service-Disabled Veteran-Owned Business Network and member of the Tollway’s Diversity Advisory Council, addressed the Committee. Mr. Scifers highlighted the Tollway’ leadership nationally in the engagement of veteran- and service-disabled veteran-owned businesses and he offered the resources of his organization to further advance these efforts.

*[Director Gonzalez entered the Meeting at approximately 11:04 a.m.]*



Committee Chair Brooks thanked the speaker for his comments.

### Committee Chair's Items

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*Item 1: Approval of Minutes of the Regular Diversity & Inclusion Committee Meeting held May 18, 2016.*

Committee Chair Brooks called for a motion to approve **Chair's Item 1**, the Minutes of the regular Diversity & Inclusion Committee meeting held on May 18, 2016, as presented. Director Gomez made a motion for approval; seconded by Director Gonzalez. Committee Chair Brooks asked if there are any questions, concerns or requests for amendment. Hearing nothing, Committee Chair Brooks called for a vote. The motion PASSED unanimously.

Having no further items, Committee Chair Brooks called on Greg Bedalov, Executive Director.

### Executive Director's Items

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**Illinois Tollway Business Diversity Program:** Executive Director Bedalov introduced Gustavo Giraldo, Chief of Diversity and Strategic Development, to present an overview of the recommendations of the Diversity Report to advance policies and initiatives that will provide opportunities for a more diverse array of businesses to participate in the *Move Illinois* Program, as well as foster access to sustainable jobs for a diverse workforce. [See attached presentation.](#)

Directors Sweeney and Gomez, referencing the recommendation to create a Diversity Advisory Council ("DAC") subcommittee to work with the top five trade unions to increase member diversity, suggested that also involving contractors, particularly Illinois Road Builders, will be essential to addressing member diversity. Mr. Giraldo, first highlighting that Illinois Road Builders are to play a critical role in the new Mentor/Protégé Program for Construction being developed, acknowledged the importance to the new DAC subcommittee's work of garnering input from all stakeholders.

Executive Director Bedalov announced that a networking event hosted by the Diversity & Inclusion Committee and the Tollway's Diversity Advisory Council is to occur on August 2, 2016.

### Items for Consideration

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#### Diversity



Item 1: Approval of Recommendations of the Diversity Study Report.

Committee Chair Brooks asked for a motion to approve placement of **Diversity Item 1**, recommendations of the Diversity Study Report, on the July Board of Directors meeting agenda with the Committee's recommendation for approval by the Board. Director Gomez made a motion for approval; seconded by Director Gonzalez. Committee Chair Brooks asked if there are any questions, concerns, or requests for discussion.

Committee Chair Brooks offered the following remarks in support of approving the recommendations of the Diversity Report:

*"It is time today for us to move forward and formally bring the Diversity Study Report and Recommendations to our full Board for adoption. This has been a thoughtful, open and transparent process to get us to this point. I'd like to be clear. Our work does not end with a vote to approve these recommendations. And neither does this report. I see this report and the 27 recommendations as part of a living document. As new ideas or needs come up, I believe we should update this report. The Tollway, directed by this Committee and Board, must have the flexibility and the ability to amend this report if we are going to continue to move forward.*

*The Diversity Advisory Council and its subcommittees are going to continue meeting to study, review and share their ideas with the Tollway. And, this Committee needs to continue to look for ways to be more open and inclusive and to ensure that we eliminate barriers that prevent businesses from working with the Tollway."*

Hearing nothing further, Committee Chair Brooks called for a vote on the pending motion. The motion PASSED unanimously.

## Adjournment

There being no further business before the Committee, Committee Chair Brooks requested a motion to adjourn. Motion to adjourn was made by Director Sweeney; seconded by Director Gomez. Committee Chair Brooks called for a vote. The motion PASSED unanimously.

The Meeting was adjourned at approximately 11:28 a.m.



**ILLINOIS STATE TOLL HIGHWAY AUTHORITY**

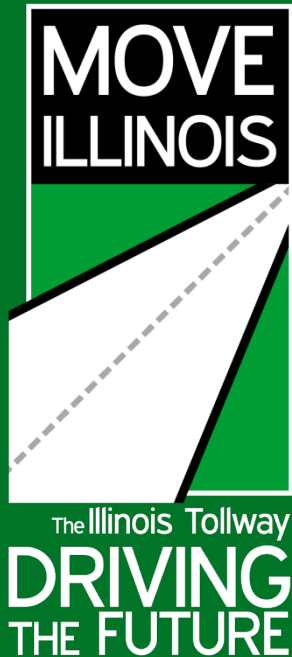
Minutes of the  
**Diversity & Inclusion Committee Meeting**

Meeting Date  
**July 20**  
2016



Minutes taken by: \_\_\_\_\_

Christi Regnery  
Board Secretary  
Illinois State Toll Highway Authority



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# Illinois Tollway Business Diversity Program

Gustavo Giraldo, *Chief of the Department of Diversity and  
Strategic Development*

July 20, 2016

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# Agenda

**Actions since May 2016 Board Meeting**

**Overview of Diversity Report  
Recommendations**

**Next Steps**

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# Diversity Report Recommendations Update

- Sent draft report to Tollway Board of Directors (May 27)
- Posted draft report on Tollway website (June 3)
- Shared draft report with stakeholders (June 3)
- No comments submitted to date
- Posted Diversity Advisory Council and subcommittee meeting dates online
  - Next Programs Subcommittee meeting – July 28
  - Next general DAC meeting – August 2
  - Next Policy Subcommittee meeting – August 8
  - Next Workforce Development Subcommittee meeting – August 23



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# Diversity Report Recommendations

## Overview

- Recommendations completed
- Recommendations in progress
- Recommendations proposed



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# Recommendations Completed

## Disparity Study

- Maintain DBE Program
- Use Disparity Study data to set DBE goals
- Re-evaluate diversity program
- Host contractor compliance seminars
- Revise retainage policy
- Continue issuing unbundling and Set-Aside contracts\*

## Diversity Advisory Council

- Continue Diversity and Inclusion Committee and Diversity Advisory Council meetings
- Marketing in technical assistance programs

\* Also recommended by Diversity Advisory Council



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# Recommendations In Progress

## Disparity Study

- Launch new Mentor/Protégé Program for Construction\*
- Create new DBE incentive program for prime contractors
- Develop new DBE program manual
- Identify barriers on Tollway construction contracts
- Issue RFP for diversity management software

\* Also recommended by Diversity Advisory Council

## Diversity Advisory Council

- Issue RFP for workforce development technical assistance program
- Create construction contract bidding checklist
- Post contractor EEO compliance reports online

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# Recommendations In Progress

## Disparity Study and Diversity Advisory Council Recommendation

**Create a Mentor/Protégé Program for construction**

The Tollway will launch a Mentor/Protégé Program for construction by the end of 2016.

**Time frame: Less than 6 months**



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# Recommendations In Progress

## Disparity Study Recommendation

**Consider measures to encourage prime contractors to utilize new DBEs**

Tollway staff will evaluate and determine whether to create a new incentive program to encourage greater use of DBE firms by prime contractors.

**Time frame: 12 to 24 months**



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# Recommendations In Progress

## Diversity Advisory Council Recommendation

**Establish a workforce development technical assistance program**

The Tollway will establish a workforce technical assistance program via Request for Proposals (RFP) and evaluate the feasibility of sponsoring any associated costs for trainees.

**Time frame: 12 to 24 months**



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# Recommendations Proposed

## Disparity Study

- Require primes to maintain subcontractor quotes
- Expand unbundling and set-aside contract opportunities\*
- Develop DBE program performance metrics

## Diversity Advisory Council

- Establish new DAC subcommittee for trade unions
- Require contractor EEO workforce projections
- Evaluate goods and services and JOC program contract lengths
- Issue RFP for goods and services technical assistance program
- Conduct workforce disparity study

\* Also recommended by Diversity Advisory Council



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## Next Steps

- Diversity & Inclusion Committee approval of recommendations at July meeting
- Approved recommendations presented for Board action at July meeting
- Next Diversity Advisory Council meeting August 2
- Provide regular progress reports to Diversity & Inclusion Committee and to Board of Directors every six months



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**THANK YOU**