

Illinois Commission on Equity and Inclusion

Nina Harris, Chairperson
115 S. LaSalle Street, Suite 4N
Chicago, IL 60603

APPROVED JUL 28 2026

NOTICE

Business Enterprise Council for Minorities, Females and Persons with Disabilities

OUTREACH SUBCOMMITTEE MEETING

Tuesday, June 30, 2026

1:30 pm – 3:30 pm

Location: Jesse White State Building, 115 S. LaSalle St., Chicago, IL 60603, 4th Fl., Lincoln Conference Room

Lincoln Tower 524 S. 2nd St, Springfield, IL 62701 Suite 502, CEI Executive Conference Room

Virtual: Webex Meeting

MINUTES

I. Call to Order

The Outreach Subcommittee was called to order by Subcommittee Chair Bola Delano at 1:33 p.m.

- In accordance with the Illinois Open Meetings Act, 5 ILCS 120/1 et seq., the Commission provided telephonic and video access to the meeting so that members of the public can monitor the meeting and has updated its website to keep the public fully apprised of the Commission activities relating to virtual participation.

Roll Call of Subcommittee Members

- Roll call was conducted by Parliamentarian, Internal/External Communications & Legislative Affairs Officer Nikita Richards.

Attendance Roster:

Members:

Alan Brazil (In Person)
Bola Delano (In Person)
Cory Gold (In Person)
Megan Nakano (In Person)

Absent:

Javier Haro

II. Approval of Minutes: March 24, 2026 (Action)

- Member Alan Brazil moved to approve March 24, 2026, minutes, seconded by Member Gold. Motion carried by unanimous vote.

III. Ongoing Business

A. Outreach Report – Nikita Richards, Internal/External Communications & Legislative Affairs Officer.

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- Officer Richards reported that through CEI's partnership with the Illinois Secretary of State's Office, certification resources are now available at select Secretary of State Business Service Centers, expanding access to BEP and VBP certification information for businesses statewide.
- The Outreach Unit also launched the *Five Steps: How to Register with the State of Illinois BEP & VBP* guide, a simplified resource designed to help vendors navigate the certification process.
- Certify & Thrive Campaign Update: In May, staff completed 245 outreach calls. The Compliance Unit led all teams in calls completed both for the month and year-to-date. Campaign data is currently being reviewed, with a final report anticipated in July.
- Outreach Activities: CEI participated in several outreach, training, and business engagement events throughout May and June, including partnerships with the Illinois Hispanic Chamber of Commerce, Illinois Tollway, Governors State University, and the Chicago Minority Supplier Development Council.
- Ongoing Business: The Outreach Unit has developed the Certification Kickstart Initiative to strengthen vendor engagement and increase certification outcomes. The kickstart initiative includes collaboration with state legislators' Chambers of Commerce and Apex Illinois to conduct the EP and VPP workshops within several legislative districts. These workshops will be co-hosted by state legislators and Chamber of Commerce at local public libraries and free computer labs across the state of Illinois. With the support of Apex Illinois technical certification application assistance will be offered on the spot to all participants while CEI conducts the certification training component of these workshops but ultimately this is an opportunity for CEI to have closer tighter relationships with our state legislators.
- Outreach events are no longer included in the CEI Outreach Calendar as the committee is intentionally focusing its efforts on the planning and launch of the Certification Kickstart Initiative. However, if member agencies or businesses are hosting outreach opportunities and would like to collaborate with CEI, they are encouraged to complete the Outreach Participation Form available on the CEI Outreach website landing page. Information submitted through the form may be shared with the committee and distributed.

B. Procurement Bid Clearinghouse Assignment update and Discussion – Chair Bola Delano

- Chair Delano provided an overview of the Procurement Bid Clearinghouse, referencing the BEP Act (Article VI, Section 6.2.3). She also discussed the Smart

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Business Illinois initiative and noted that there is duplication of effort among existing initiatives.

- To minimize duplication, Chair Delano emphasized the importance of clearly defining the Council's scope of work and dividing the project into manageable, actionable work streams. She explained that the Council's primary role is to conduct research and develop recommendations to support informed decision-making and governance. The resulting deliverables will be presented to the full Council for review and consideration.
- Chair Delano outlined four practical work streams for the initiative:
 - Define the mandatory statutory requirements.
 - Complete a benchmark scan of other states to identify feasible and beneficial features.
 - Clarify governance and ownership responsibilities.
 - CEI will translate the Council's recommendations into an implementation plan.
- The following assignments were made:
 - Statutory Requirements: Members Brazil and Gold
 - Benchmark Scan: Members Nakano and Delano
 - The assigned work products are due by **September 22, 2026**, and the full BEP Council should have time to review, as well as the Chief of Staff.

IV. Public Comment

- None.

V. Adjournment (*Action*)

- Motion to adjourn moved by Member Alan Brazil, seconded by Member Cory Gold. Motion approved by unanimous vote. Meeting adjourned at 2:08 p.m.