

May 10, 2018

**NOTICE OF MEETING**  
**OF THE**  
**SMALL BUSINESS ADVISORY COUNCIL**  
**OF THE**  
**PORT OF HOUSTON AUTHORITY**

In accordance with the official practice of the Port Commission, there is attached hereto a copy of the agenda of the meeting of the Small Business Advisory Council of the Port of Houston Authority to be held on Monday, May 14, 2018. The Small Business Advisory Council will meet at 11:30 a.m., or thereafter, immediately following the adjournment of the meeting of the Procurement and Small Business Development Task Force of the Port Commission of the Port of Houston Authority, at the Port of Houston Authority Executive Office Building, Fourth Floor Boardroom, 111 East Loop North, Houston, Texas 77029. A quorum of the Port Commission may attend such meeting.

PORT OF HOUSTON AUTHORITY  
of  
HARRIS COUNTY, TEXAS



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SECRETARY



**THE PORT OF HOUSTON AUTHORITY  
SMALL BUSINESS ADVISORY COUNCIL**

**AGENDA**

**Monday, May 14, 2018  
11:30 a.m.**

**Executive Office Building Board Room  
111 East Loop North  
Houston, TX 77029**

**A. WELCOME REMARKS**

John D. Kennedy, Port Commissioner

**B. SELF INTRODUCTIONS**

**C. UPDATE OF SMALL BUSINESS PROGRAM**

Gilda Ramirez, Senior Director, Small Business and Education Outreach (SBEO)

- Small Business Development Program First Quarter Report 2018
- 2018 SBEO Engagement Activities – January to date
- 2018 Calendar of Events
- Update and discussion regarding participation percentage requirements for Competitive Sealed Bids
- Update and discussing regarding cooperative purchasing

**D. PRESENTATION**

Women's Business Enterprise Alliance – April Day, MBA, President

**E. UPDATES FROM CERTIFYING PARTNERS**

1. City of Houston Office of Business Opportunity
2. Houston Minority Supplier Development Council
3. Metropolitan Transit Authority of Houston/Harris County
4. Women's Business Enterprise Alliance
5. U.S. Small Business Administration

**F. CLOSING REMARKS & MEETING SCHEDULE**

John D. Kennedy, Port Commissioner