



## **DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT & TOURISM**

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### **Small Business Utilization Council Agenda General Meeting No. 1 Capitol District Building – 250 South Hotel Street Conference Room 436, Honolulu, HI Video-Conferencing Site – 4444 Rice Street, Suite 280 Lihue, HI Monday, February 2, 2009 1:00 – 3:00 p.m.**

1. Call to Order
2. Approval of November 3, 2008 Minutes
3. Discussion of the Procurement Technical Assistance Center from representatives of the Office of Hawaiian Affairs
4. Follow-up and discussion of the October 8, 2008 Memorandum to the State Procurement Policy Board regarding justification for recommended set-asides and subcontracting for custom computer programming/software development and alternative/renewable energy industry
5. Follow-up on the recommendation to hire an outside consultant for procurement training of the small business preference set-aside
6. Discussion and recommendation to approve submitting a memorandum to the Procurement Policy Board to replace the existing finance directors and approve the current finance directors from the Island of Hawaii and the City and County of Honolulu as voting members on the Small Business Utilization Council
7. Discussion and approval of the draft Small Business Utilization Council's annual report
8. Next Meeting: Monday, March 2, 2009, No 1 Capitol Building, Rm. 436, 1:00 p.m.
9. Adjournment