

FREE!



Bexar County & City of San Antonio
Present the 3rd Annual
Small, Minority and Women
Business Owners Conference



GRATIS!



“How to Get In the Game
and Stay In the Game”



In partnership with the
Central & South Texas Minority Business Council
& City Public Service



Wednesday, December 10, 2003
Henry B. Gonzalez Convention Center – 7 AM – 5 PM



ESTABLISHED IN 1989
HUB ZONE/SDS



GERRY RICKHOFF



COUNTY CLERK



San Antonio Hispanic Chamber of Commerce



NATIONAL ASSOCIATION OF WOMEN BUSINESS OWNERS



PROGRAM

Registration	7:00 a.m. - 4:00 p.m.	Exhibit Hall A
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Networking Breakfast/Opening Session	7:00 – 8:00 a.m.	Ballroom A
<p>Oralia Salame, Conference Co-Chair City of San Antonio Small Business Advocacy Citizens Advisory Committee</p> <p>Steven Buffkin, Conference Co- Chair Bexar County Small, Minority and Women Owned Business Enterprise Program Advisory Committee</p> <p>Dinah Lovett, Conference Co-Chair Central & South Texas Minority Business Council</p>		
<p>Greetings: The Honorable Richard Perez, City Council, District 4 The Honorable Tommy Adkisson, County Commissioner, Precinct 4 The Honorable Charles Gonzalez, US House of Representatives, District 20 Dr. Maria Ferrier, Under Secretary for English Language Acquisition, US Dept. of Education</p>		
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Presentation on the Federal Empowerment Zone	8:00 - 8:45 a.m.	Ballroom A
<p>Manuel Longoria, City of San Antonio</p> <p>US Department of Housing and Urban Development Ms. A. Jo Baylor, Director, Office of Small & Disadvantaged Business Utilization (OSDBU)</p>		
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Procurement Exhibits:	9:00 a.m. - Noon 1:30 – 5:00 p.m.	Exhibit Hall A
<p>** Exhibit Hall A will close from <u>Noon – 1:30 PM</u> in order to allow everyone to attend the luncheon** Due to limited seating, lunch tickets must be presented at the door for entry.</p>		
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Working Lunch/Public Forum:	Noon – 1:30 p.m.	Ballroom A
<p>Mistress of Ceremonies: Dinah Lovett, Executive Director, Central & South Texas Minority Business Council</p>		
<p>Remarks: The Honorable Enrique M. Barrera, City Council, District 6 The Honorable Nelson W. Wolff, County Judge, County of Bexar</p>		
<p>Keynote: Mr. Gene Tabor, General Manager, Purchasing Planning, Facilities & Supplier Diversity TOYOTA Motor Manufacturing North America (TMMNA)</p>		

Since 1989, Mr. Tabor has lead Toyota's efforts in the development of its Supplier Diversity program as General Manager of Purchasing Planning, Facilities and Supplier Diversity for TMMNA, located near Cincinnati in Erlanger, Kentucky. He is responsible for overseeing procurement of Transportation, Construction, Machinery and Equipment, Strategic Planning and Supplier Diversity.

WORKSHOPS - CONCURRENT SESSIONS

9:30 to 11:30 a.m. & 2:00 to 4:00 p.m.

I. HOW TO DO BUSINESS WITH PUBLIC SECTOR ORGANIZATIONS ROOM 102A

"Doing Business with the Federal Government"

9:30 – 10:15 a.m.

MODERATOR: *T.J. Garcia*, Director, OSDBU - US Department of Commerce

Panel Members: *Joseph Ken Bryan*, Director, OSDBU – US Department of Justice
Scott Denniston, Director, OSDBU – US Veteran’s Administration
Kevin Boshears, Director, OSDBU – US Department of Homeland Security
Tracy Pinson, Director, OSDBU – US Department of the Army

"Doing Business with State and Local Governments"

10:45 – 11:30 a.m.

MODERATOR: *Janie Cantu*, Director, City of San Antonio Purchasing

Panel Members: *Mary Quinones*, Assistant Purchasing Agent, Bexar County
Lacy Hampton, Supplier Diversity Coordinator, City Public Service
Maya Ingram, Marketing Coordinator, Statewide HUB Program, TX Bldg. & Procurement Comm.
Ruben Saenz, Director of Contracting, San Antonio Water Systems
Efrem Casarez, DBE Coordinator, Texas Department of Transportation.

HOW TO DO BUSINESS WITH PRIVATE CORPORATIONS

ROOM 102A

Doing business with Corporate America is completely different from doing business with any other entity. Navigating private sector waters, getting to the right person, and presenting yourself and your company appropriately and effectively is necessary for success in this arena. Learn from corporate leaders themselves how to do it, at the “Doing Business with Corporate America” seminars.

MODERATOR: *Dinah Lovett*, Central & South Texas Minority Business Council

2:00 – 4:00 p.m.

Panel Members: 1st session - 2:00 to 3:00 p.m.:

Kelly Burris, Administrative Services, State Farm Insurance
David Jean, Executive Vice President, Sumitomo Electric Wiring Systems
Norvell Eutsey, Director, Temple-Inland Corporate Services
Glenn Murray, Director of Supplier Diversity, HEB

2nd Session 3:00 p.m. to 4:00 p.m.

John Kelley, Purchasing and Procurement, Boeing Aerospace
Gilbert Garza, Purchasing, Lower Colorado River Authority
Stephanie Torres, Senior Diversity Manager, SBC
Allen Mueller, Corporate Accounts, Alamo Iron Works

II. HOW TO BID AND RESPOND TO RFP'S

ROOM 101B

Become A Government or Corporate Supplier

9:30 – 11:30 a.m.

2:00 – 4:00 p.m.

WIN CONTRACTS!

Learn what you need to be successful in this two-session workshop specifically designed for small businesses

Session 1

- How to market your company to government agencies and private corporations, such as Toyota
- How to find Requests for Proposals, Broad Agency Announcements, and other sales opportunities
- Tips on effective presentations to contracting officers and purchasing agents

Session 2

- Review an actual RFP
- Learn how to respond accurately, completely and persuasively
- Discover how e-commerce, lean management, and quality systems can enhance your success in winning contracts

MODERATOR: *Judy Ingalls, UTSA Kelly Small Business Center*

Panel Members: *Miguel Ferrer, Senior Business Development Specialist, UTSA Kelly Small Business Center*
John Squatrito, Senior Business Development Specialist UTSA Small Business Development Center
Courtney McClure, Sr. EDD Specialist, City of San Antonio, Small Business Outreach Division

III. HOW TO START/EXPAND/SAVE/MANAGE A BUSINESS

ROOM 103A

This session will provide practical advice for the entrepreneurs interested in learning the methods of starting and expanding a profitable business. Experts from various business service centers will provide professional technical management assistance. The mission is to level the economic playing field by providing technical management assistance to business owners, enabling them to fully participate in the local area economy.

MODERATOR: *Fletcher Parks, UTSA Minority Business Development Center*

9:30 – 11:30 a.m.

2:00 – 4:00 p.m.

Panel Members: *Pam Sapia, Economic Development Specialist, US Small Business Administration*
Hugo Villareal, EDD Specialist, City of San Antonio, Small Business Outreach Division
Georgina Schmahl, Certified Business Advisor, UTSA Small Business Development Center
Gera Foster, Business Development Specialist, UTSA Minority Business Development Center

IV. ACCESSING CAPITAL

ROOM 103B

Access to Capital ROUNDTABLES

9:30 – 11:30 a.m.

Come and learn how to access capital! Attendees will have the opportunity to participate and interact in roundtable discussions. To better address your needs, the session will be divided into three individual groups: beginners/new starts, in business 2-3 years and in business for 3+ years. Let financing experts who are bankers, loan officers, business advisors and non-traditional loan providers guide you in financing your small business.

At the door, participants will be screened and assigned to a table based on what category he/she falls into. The participant will have an opportunity to receive guidance and advice based on his/her financial needs. The participants will also be seated with others who are in the same category, which allows for information sharing among participation.

MODERATOR: *Manuel Gallegos, San Antonio Water System*

Panel Members: *ACCION Texas - Claudia Abonce, Shirley McBurney-Sanchez, Tina Rodriguez and Lorraine Robles
Bank of America – Mike Denson
Commerica Bank – John Parks
Community Development Loan Fund – Susan Schaefer
Export-Import Bank of the United States – Tamara Y. Maxwell
Security Service Federal Credit Union – Yvonne Fernandez
South Texas Business Fund – Ed Somers, Mike Mendoza and Jim Weaver
South Trust Bank – Jaime Elias and Marco Gonzalez
UTSA Minority Business Development Center – Luke Ortega and Steven Matta
UTSA Small Business Development Center - Tom Hansis
US Small Business Administration – Mary Alice Blanco
Wallis Bank – Beverly Fortner
Washington Mutual – Guy Perry
Wells Fargo Bank – Dora Segura, Sandy Villasenor and Shannon Smith*

Access to Capital Committee: *ACCION Texas, Community Development Loan Fund, San Antonio Hispanic Chamber of Commerce, South Texas Business Fund, US Small Business Administration, UTSA Institute for Economic Development – Small Business Development Center and Minority Business Development Center.*

Exhibit Hall A: *Be sure to visit Green Alley to receive one-on-one counseling from bankers/loan officers*

V. ACCESS TO BONDING/INSURANCE

ROOM 102B

Focus on Bonding and Insurance

2:00 - 4:00 p.m.

Get the “nuts and bolts” understanding of what bond and insurance underwriters expect from your applications for bonds and insurance. You will learn what insurance coverage you really need to have and what you should consider in order to properly risk manage your enterprise. You will leave with an understanding of what actions you can take to keep your premium expense to a minimum and not be over charged for coverage. The “take away” from the bond section will demystify the underwriting process and give you a clear understanding and path towards obtaining the largest bonding line in which you can qualify.

MODERATOR: *Steven Buffkin, Time Insurance, Bexar County SMWBE Program Advisory Committee*

Panel Members: *Bill Dawley, South Texas Surety Association, Inc.
Hector Collazo, Myron F. Steve & Company
Steven Schultz, Associated Builders and Contractors, Inc.
Dan Barrett, Barrett Insurance Services*

EXHIBIT HALL A

9:00 a.m. – Noon & 1:30 – 5:00 p.m.

**** Exhibit Hall A will close from Noon – 1:30 PM to allow everyone to attend the luncheon ****

DELL Technology Procurement Center

**Finding Bids and Contract Information Online
Ongoing demonstrations by Exhibitors**

Learn how to access contracting and financial web-sites with the right equipment!

Federal: www.sba.gov or www.fedbizops.gov

Go directly to the SBA Website and learn how to find 8(a), SDB, HUBZone, Cage Number information, CCR Registration, SBAExchange (a new program for small business concerns) for purchases below \$100K, fedbizopps and NAICS Codes.

State of Texas: www.tbpc.state.tx.us

Bexar County: www.bexar.org

City of San Antonio: www.sanantonio.gov

Accessing Capital Online: www.sahcc.org

**TOYOTA: www.toyotasupplier.com
and many others**

Virtual Plan Room

Texas and Louisiana Coverage is here.....btx.com is now reporting on all Regions of the State of Texas as well as the State of Louisiana. Includes information on new projects, statistical research, minority solicitations, and more.....

Certification

SCTRCA DATABASE & CERTIFICATION PROCESS

PRESENTOR: *Bridget Negron Booth*, Executive Director, South Central Texas Regional Certification Agency (SCTRCA)

Session I	9:45 – 11:45 a.m.	Certification Inquiries
Session II	10:00 – 10:30 a.m.	Certification Standard and Procedures
Session III	10:30 – 11:30 a.m.	Certification Application Completion
Session IV	11:00 – 11:30 a.m.	Membership Information
Session I	2:00 – 4:00 p.m.	Certification Inquiries
Session II	2:30 – 3:00 p.m.	Certification Standard and Procedures
Session III	3:00 – 4:00 p.m.	Certification Application Completion
Session IV	3:30 – 4:00 p.m.	Membership Information

*** Find out how your company can obtain designation as a Small, Minority, Disadvantaged or Woman-Owned business.**

Alamo Workforce Development Employee Locator Center

One Stop Employee Locator Center

Let us help you find your employees. Human Resource help at no cost to you!

No-Cost Business Services Available Through Your Texas Workforce Centers:

- Recruitment, screening and referral of qualified job applicants
- Posting of job orders
- Access to a pool of hundreds of skilled job applicants
- Information and assistance with tax incentive programs
- Employment and labor law information

Copy Center

*Be sure to visit the CTWP Booth for your on-site copy needs.
Complimentary copying is being provided today while supplies last.*

Pre Conference events:

Tuesday, December 9, 2003

Buyer Training Seminar

1:00 – 5:00 p.m.

City of San Antonio Development & Business Services Center

Buyer Training: “**Ethics - When No One is Watching**”

SMWBE/HUB/DBE Coordinators & Buyers Roundtable

CEU credits – Sponsored and Training by NIGP-San Antonio Public Purchasing Association (SAPPA)

Joint Chambers of Commerce

5:30– 7:00 p.m.

Holiday Mixer & Buyer’s Reception

Hosted by: Alamo City Chamber of Commerce
North San Antonio Chamber of Commerce
San Antonio Hispanic Chamber of Commerce
South San Antonio Chamber of Commerce

Greater San Antonio Chamber of Commerce
Randolph Metrocom Chamber of Commerce
San Antonio Women’s Chamber of Commerce
West San Antonio Chamber of Commerce

*Featuring local SMWBE caterers and restaurants – Free Admission and Door Prizes
Sponsored by Pico de Gallo Restaurant*

This Conference is sponsored by:

***Boeing, City Public Service, Clear Channel Outdoor, Dell
Golf Cars, Etc., HEB, HI Q Imaging, Humana, Industrial Communications
Kelly USA, LaPrensa, Pico de Gallo, RK Group, SA Business Journal, SA Spurs
SelRico Services, Texas Building and Procurement Commission
US Dept. of the Treasury and VIA***

The conference is actively supported by the following:

ACCION Texas
A La Nueva Business & Professional Women
Alamo City Chamber of Commerce
Alamo Community College District - eForce
Alamo Workforce Development
Alpha Quadrant
Associated Builders & Contractors
Associated General Contractors
Bexar County Clerk Gerry Rickhoff
Bexar County Commissioners Court
City of San Antonio
Community Development Loan Fund
Congressman Charles Gonzalez
Congressman Ciro Rodriguez
Crystal Communications
The Greater San Antonio Chamber of Commerce
Small Business Resource Center (SBRC)
Hispanic Contractors Association de San Antonio
Industrial Communications
LaPrensa
Mission City Business & Professional Women

National Association of Women Business Owners
North San Antonio Chamber of Commerce
Randolph Metrocom Chamber of Commerce
San Antonio Hispanic Chamber of Commerce
San Antonio Housing Authority
San Antonio Water Systems
SER Jobs for Progress
Senator Leticia Van de Putte
San Antonio Women's Chamber of Commerce
San Antonio Water Systems
South San Antonio Chamber of Commerce
South Central Texas Regional Certification Agency
TX Department of Transportation
University Health System
US Airforce Outreach Office
US Department of Transportation
US Small Business Administration
UTSA Minority Business Development Center
UTSA Small Business Development Center
VIA Metropolitan Transit
West San Antonio Chamber of Commerce

Thanks and appreciation to all the VOLUNTEERS!!!!

**Bexar County Small, Minority and Women Owned Business Enterprise (SMWBE) Program Advisory Committee
City of San Antonio Small Business Economic Development Advisory Committee (SBEDAC)**

SPECIAL THANKS TO OUR LOCAL ELECTED OFFICIALS

**MAYOR ED GARZA
COUNCILMAN ROGER O. FLORES – DIST. 1
COUNCILMAN JOEL WILLIAMS – DIST. 2
COUNCILMAN RON SEGOVIA – DIST. 3
COUNCILMAN RICHARD PEREZ – DIST. 4
COUNCILWOMAN PATTI RADLE – DIST. 5
COUNCILMAN ENRIQUE BARRERA – DIST. 6
COUNCILMAN JULIAN CASTRO – DIST. 7
COUNCILMAN ART HALL – DIST. 8
COUNCILMAN CARROLL W. SCHUBERT – DIST. 9
COUNCILMAN CHRISTOPHER HAASS – DIST. 10**

**BEXAR COUNTY JUDGE NELSON W. WOLFF
COMMISSIONER ROBERT TEJEDA, PCT. 1
COMMISSIONER PAUL ELIZONDO, PCT. 2
COMMISSIONER LYLE LARSON, PCT. 3
COMMISSIONER TOMMY ADKISSON, PCT. 4**

**For more information on business assistance and contracting opportunities
or comments regarding the conference contact:**

**Anita Uribe Martin, Small Business Outreach Office
City of San Antonio at (210) 207-3900**

**Renee Watson, Small, Minority and Women Owned Business Enterprise
SMWBE Program, Bexar County at (210) 335-2478**

Access information online at www.sanantonio.gov or www.bexar.org

