

**MINUTES OF THE SMALL CONTRACTOR OUTREACH AND  
OPPORTUNITIES PROGRAM (SCOOP) COMMITTEE MEETING**  
**December 8, 2010**

**1. CALL TO ORDER**

Acting Chair Linden called the SCOOP Committee meeting to order at 9:35 a.m.

**2. ROLL CALL**

Committee members present were Acting Chair Linden and Directors Hilliker and Croucher. Committee member absent was Chair Petty. At that time, there was a quorum of the Committee. Director Mudd arrived at 10:12 a.m. Staff present was Deputy General Manager Belock, Deputy General Counsel Gallien, Director of Public Affairs Foster, SCOOP Manager Yanushka, SCOOP Representative Maynard, and Public Affairs Representative Otero.

Other attendees included Jonathan Hanwit and Guusje Bendeler, Parallax Visual Communications.

**3. PUBLIC COMMENT**

There were no members of the public who wished to address the Committee.

**4. APPROVE THE MINUTES OF THE SCOOP COMMITTEE MEETING OF SEPTEMBER 8, 2010**

Director Croucher moved, Director Hilliker seconded and motion passed to approve the minutes of the SCOOP Committee meeting of September 8, 2010.

**5. PATHS TO PARTNERSHIPS UPDATE**

Ms. Maynard provided an overview of the Paths to Partnerships event held on October 21, 2010, including number of attendees, exhibitors, promotion of the event, ideas for 2011, and resources available on the internet.

Director Croucher suggested negotiating a front-row location for Otay and Helix Water Districts in the exhibit hall next year.

**6. SCOOP QUARTERLY REPORT**

Ms. Yanushka announced that effective January 2011, the SCOOP Committee would no longer be provided with printed packets.

Ms. Yanushka provided a presentation of the quarterly report, including outreach activities, program measurements, post-award process, and outlook for 2011.

Director Croucher asked if there had been an increase in users for online courses. Ms. Yanushka stated that information would be brought back to the next Committee meeting for review.

**7. SCOOP SMALL BUSINESS SUCCESS STORY**

Public Affairs Representative Hubert introduced Jonathan Hanwit, Director of Client Services, Parallax Visual Communication. Mr. Hanwit provided an overview of his company, including company history, services provided, and clients and work performed.

Guusje Bendeler, Creative Director, Parallax Visual Communication, provided a presentation of graphic work done with the Water Authority starting with its 2008 Annual Report.

Ms. Yanushka introduced Public Affairs Representative Otero, who was the project manager for Parallax Visual Communication's work on the recent renovated website project.

Mr. Hanwit commented that requesting insurance to be submitted for each project has a negative impact on small businesses. Ms. Yanushka stated the Water Authority is interested in small businesses participating on Water Authority contracts and will review the current insurance requirements.

Acting Chair Linden thanked Mr. Hanwit and Ms. Bendeler for their time and participation in the meeting.

**8. ADJOURNMENT**

There being no further business to come before the SCOOP Committee, Acting Chair Linden adjourned the meeting at 10:25 a.m.

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John Linden, Action Chair