

# EXECUTIVE DEPARTMENT

## EXECUTIVE ORDER #11

WHEREAS, the Governor's Committee on Minority Business was initially created on May 4, 1975 for the purpose of consulting with state government officials concerning state purchasing policies and recommending ways in which opportunities for minority business could be improved; and

WHEREAS, the Governor recognizes that there is a continuous need for the Governor's Committee on Minority Business to monitor and evaluate the progress of increasing state contracting with minority businesses; and

WHEREAS, the Governor is committed to effectuating the recommendations of the Committee on Minority Business with respect to resolving problems and providing minority business development incentives;

NOW, THEREFORE, I, ANTHONY S. EARL, Governor of the State of Wisconsin, by virtue of the authority vested in me by the Constitution and laws of this state, do hereby order and direct:

1. That the Governor's Committee on Minority Business, which was recreated on January 20, 1983 pursuant to section 14.019 of the Wisconsin Statutes is charged with the following responsibilities:
  - a) advise the Governor on minority business contracting with the State of Wisconsin for commodities purchases, construction contracting, as well as consulting and professional services contracting;
  - b) monitor state contracting with minority firms;
  - c) evaluate performance and progress of the State relative to minority business contracting;
  - d) prepare quarterly and annual reports and recommendations to the Governor which analyze the performance and progress of the State relative to minority business contracting and suggest effective methods for resolving problems and provide minority business development incentives;

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- e) work closely with all branches of State government to develop long-range solutions to problems encountered by minority firms in their attempt to contract with the State.
  - f) conduct public hearings on issues related to minority business contracting; and
  - g) generally promote the positive benefits minority-owned businesses provide to the State.
2. That the Committee shall be composed of fifteen (15) members appointed by and serving at the pleasure of the Governor. One (1) member shall be from the Governor's staff, nine (9) members shall represent the diversity of minority-owned commercial businesses in the State who demonstrate an ability to do business with the State and five (5) members shall be from minority business associations. The Chair of the Committee shall be elected by the members.
3. That all state agencies shall give full cooperation and assistance to the Committee and to that end, all agencies shall, upon request:
- a) provide data and information as necessary to assist in the effectuation of the responsibilities by the Committee;
  - b) provide technical and administrative assistance to the Committee; and
  - c) transmit concerns of the Committee to their agencies.
4. That in addition to assistance provided by all state agencies set forth in paragraph 3 above, the Department of Administration, the Department of Development and the Governor's Office shall provide primary staff support as follows:
- a) The Department of Administration shall:
    - 1. give general technical advice and guidance to the Committee particularly on state procurement and construction;
    - 2. collect statistical information on state construction, commodities and professional services contracting;
    - 3. prepare statistical reports on state contracting with minority-owned firms; and

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4. coordinate with Department of Development staff to provide reporting information to the Committee and analysis of data.
- b) The Department of Development shall:
  1. coordinate general committee meetings; including meeting locations, meeting notices, minutes and budget administration;
  2. coordinate with Department of Administration staff to provide reporting information to the Committee and analysis of data; and
  3. give technical advice and data.
- c) The Governor's Office staff shall:
  1. liaison with the Governor, cabinet secretaries and other state agency heads;
  2. provide guidance to the Committee regarding general policy procedure and protocol between agencies; and
  3. assist the Committee regarding media and community relations.
5. That the Secretary of the Department of Administration provide the Committee with sums of money that are necessary and proper for the legitimate travel and operating expenses of the Committee as provided by the Joint Committee on Finance under section 20.505(3)(a) of the Wisconsin Statutes.

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Wisconsin to be affixed. Done at the Capitol in the City of Madison this 4th day of May in the year of Our Lord one thousand nine hundred eighty-three.



ANTHONY S. EARL

By the Governor: