

EQUITY IN CONTRACTING ADVISORY COMMITTEE APPOINTMENTS

Establishment

As part of the City of Tacoma’s ongoing work to advance broader strategic goals relating to equity and accessibility, as well as economic growth, it has expanded its efforts to achieve equity in contracting and support of minority and women-owned businesses.

[The Equity in Contracting Program](#) offers access to contracting and procurement opportunities, as well as guidance and technical assistance, to historically underutilized businesses interested in providing supplies, services and public works support to the City of Tacoma.

Mission

To create and sustain a competitive and fair business environment for contracting, procurement and consulting opportunities that include small businesses owned by minority, women, and socially and economically disadvantaged people.

Service Commitment:

The Equity in Contracting Advisory Committee quarterly meetings are held at 7:30AM on the third Wednesday of each month (February, May, August, and November). Meetings are held at the Tacoma Municipal Building (747 Market St., Room 243) with an option to attend virtually via Zoom. Regular attendance at quarterly meetings is required. Beyond quarterly meetings, EIC Advisory Committee members may participate in one or more EIC Advisory ad-hoc committees.

The EIC Advisory Committee is an advisory panel to staff as it pertains to the City’s EIC policy. The Committee is responsible for monitoring compliance with all provisions and regulations of TMC 1.07, promoting awareness of the EIC program, and providing advice to the EIC program manager on overall EIC program performance effectiveness. Committee members may provide input on programs, policies, plans, and events to Equity in Contracting Program staff.

The EIC Advisory ad-hoc committees are Internal Processes and Workforce.

Membership

Current Board Demographics as of September 2024:

Ethnicity		Council District		Age		Military Service	
Asian	1	District 1	1	16 - 18	0	Yes	1
Black/African American	5	District 2	0	19 - 24	0	No	10
Latinx/Hispanic	0	District 3	1	25 - 40	2		
Native American/Alaska Native	0	District 4	0	41 - 64	9		
Native Hawaiian/Pacific Islander	0	District 5	0	65+	0		
White/Caucasian	5						
Other	0						
Total	11						

Recruitment Priorities

1. Advisory Committee membership reflects the residents of Tacoma while meeting requirements of RES 40944
2. Specific seats to fill:
 - a. Certified Businesses: 0
 - b. Large Prime Firm: 0
 - c. Union Signatory Firm: 0
 - d. Open-Shop Firm: 1
 - e. Council Districts: 3 (Council Districts 2, 4, and 5)
 - f. TPU Service Area: 0

Conflict of Interest

Residents cannot be appointed to a Commission/Committee that recommends City funds to an organization in which they are an interested party. The definition of an interested party is a person who has any financial interest in the recipient organization, whether such interest is by agent, employee, director, owner, officer, or otherwise, and whether financial interest is direct or indirect. A director, officer, or member of an organization shall not be disqualified from serving on the Commission/Committee when there is no financial benefit or expectancy of same to that person or his/her immediate family from affiliation with such organization.

The EIC Advisory Committee has no involvement in procurement decisions or administration of the program. Their role is to review the overall performance of the program and suggest changes/updates.

Because the EIC Advisory Committee does not make award recommendations, the conflict of interest does not apply.