

SBE and MWBE Program  
Proposed External Advisory Committee\* for Board Approval  
November 12<sup>th</sup>, 2014

<u>Last name</u>	<u>Firstname</u>	<u>Title</u>	<u>Company</u>	<u>Representing</u>	<u>Term</u>	<u>Expires</u>
Grunerud	Helga	Executive Director	Hispanic Contractors of Colorado	Organization	N/A	
Bacon	Elly	Community Liaison	Women's Business Enterprise Council (WBEC)	Organization	N/A	
Sena	Stan	President/CEO	Rocky Mountain Minority Supplier Development Council	Organization	N/A	
Roberts	Charles	President	Empire Construction Co	MBE	1 year	12/2015
Townsend	Les	President	Townsend Management Group	MBE	1 year	12/2015
Aguilar	Victoria	President	The AR Group	WBE	2 years	12/2016
Norris-Hawkins	Angela	Manager of Supplier Diversity	CenturyLink	Corporate Diversity Manager	2 years	12/2016
Blanco-Weller	Jeanette	CEO	J. Blanco Enterprises	Next Gen MWBE	1 year	12/2015
			TBD	Next Gen MWBE	2 years	12/2016

\*See attached for committee member bios



## Helga Grunerud

Present Position            Executive Director  
   Hispanic Contractors of Colorado

Summary of Experience            Since Helga started with the Hispanic Contractors of Colorado (HCC) in 2000, membership has more than tripled. The association is a key advocate for Small/ Minority/ Woman-Owned companies in the construction industry. To that end, Helga is involved with a variety of committees that interface with public entities to develop programs geared towards opportunities for diverse companies and diverse workforce development. She also serves as Executive Director for HCC's education foundation, Grow Colorado, which manages the Contractor Academy. Workshops are geared to micro construction-focused businesses and range from business development to understanding contracts.

Committees                    CDOT DBE/OJT Work Group  
   Denver Construction Empowerment Initiative Advisory Committee  
   Denver Public Schools Business Diversity Outreach Council  
   RTD Small/Disadvantaged Businesses Advisory Committee

Awards                         Minority Enterprise Development (MED) 2006 Advocate of the Year  
   Denver Metro Chamber 2010 David E. Bailey Award  
   Independent Electrical Contractors-Rocky Mtn Chapter Construction Industry Service Award

Academic Background            BA/Education, Eastern Washington University  
   MBA, Regis University

Founded in 1990, Hispanic Contractors of Colorado serves design and construction-related companies throughout the state through monthly meetings with presentations on upcoming projects, education, member advocacy and leadership development. The membership includes public entities, general contractors, subcontractors, design/engineering firms, service companies and suppliers.

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**Elizabeth “Elly” Bacon**  
**Community Liaison Development Coordinator**  
**Women’s Business Enterprise Council - West**

Elizabeth “Elly” Bacon is the Community Liaison Development Coordinator for the Women’s Business Enterprise Council – West (WBEC-West). She brings 15 years of experience in community relations, event management and business development. Elly is responsible for established new and strengthen existing relationships in Colorado, Utah and Wyoming to help support businesses grow.

Previous to joining WBEC-West, she worked for the Colorado Women’s Chamber of Commerce (CWCC) and during the five years she was there she managed the website, advertising, event planning, budgeting, fundraising, volunteer management, and community outreach. She sat on many community committees in Colorado, such as MED Week, the Small & Disadvantaged Business Advisory Committee (S/DBEAC), and the Denver Public Schools Business Development Outreach Committee.

## STAN SENA BIO

Currently, President & CEO of the Mountain Plains Minority Supplier Development Council, a 501C (3) corporate member organization that certifies Minority Owned firms, provides access to certified MBE's to its corporate members, and provides contracting opportunities to its certified MBE's from its corporate members within Colorado, Nebraska, Kansas, and Missouri

Mr. Sena is also the owner of SNAP Staffing Services, a mid-sized staffing firm located in Denver focusing on administrative and light industrial temporary, temp-to-hire, and permanent placement and Goodwin Personnel, a mid-sized staffing firm located in Denver focusing on placing temporary, temp-to-hire, and permanent placement within the healthcare and dental industry.

Mr. Sena was previously Executive Vice President and COO of Americold Corporation, the leading third-party supplier of supply chain solutions in the consumer packaged goods industry. Americold, with 117 locations in North America, enjoyed sales of over \$800 million and an employee base of over 6500. In his capacity with Americold, Mr. Sena was responsible for the growth of the organization-an LBO from Beatrice Companies-starting with 30 locations nationally and \$65 million in sales to an international organization with over 100 locations and \$800 million in sales. Mr. Sena has line experience managing the organizations operations as well as presiding as the company's General Counsel and responsible for all the legal activity including divestitures and acquisitions.

Mr. Sena has held senior corporate positions as General Counsel for a multi-state telecommunications company and Managing Director for a large, international logistics consulting company.

Mr. Sena is a native of Denver; received his BA from Metropolitan State University and his doctorate in Law in from the University of Denver. He has been an attorney for 30 years and continues to be active in the Colorado Bar Association, the Douglas County Bar Association, and the Colorado Hispanic Bar Association.

Mr. Sena previously served on the Board of Directors of the American Frozen Food Association, The International Frozen Foods Association, and The International Association of Refrigerated Warehouses, The Colorado Staffing Association, U S Bank Advisory Board, Metropolitan State College Foundation, Solera National Bank, The Denver Hospice, and The Arapahoe House.

Mr. Sena currently sits on the Boards of as a member of The Colorado Enterprise Fund and The Mountain Plains Minority Supplier Development Council.

## BIO OF CHARLES S. ROBERTS

Charles Roberts is President and CEO of Empire Construction Services, Inc. He is a graduate of Tennessee State University in Nashville, Tennessee. He was drafted and served in the Army during the Vietnam War. His rank upon discharge was E5.

Charles was employed by Hoffmann La Roche an international pharmaceutical and fine chemical company, from 1964 to 1979. His last position at Hoffmann La Roche was Southeastern Regional Manager of Distribution.

He was employed by Roberts Construction Company from 1980 to 1989. He served as Vice President of Operations.

In 1990 Charles founded Empire Construction Services, a Construction Management firm and General Contractor.

Charles has served on a number of boards and committees for both the construction industry and civic organizations.

**Les Townsend, Owner and President  
Townsend Management Group**

A graduate of South Carolina State University and The University of Southern California, Les is starting his 29<sup>th</sup> year as Owner/Managing Director of the Townsend Management Group (TMG). Prior to TMG, Les worked as an Operations Manager for a national consulting firm and as an area manager for the Lincoln Mercury Division of Ford Motor Company. Les is a Vietnam veteran.

TMG has two core practices: installing productivity improvement programs and providing administrative and logistics contract services. Past clients include Philadelphia Electric, Public Service Co (NJ), Jacobs Engineering, SunCorp Energy, Bureau of Land Management, USGS, GSA, HUD, CDOT and RTD. TMG also works with small business communities as part of its consulting practice.

TMG is certified as a Small, Minority and/or Disadvantaged Owned Business Enterprise by several local organizations. The firm is also certified as a Service Disabled Veteran Owned Business and is a graduate of the SBA 8(a) program. Les serves on several non-profit Boards.

## BIOGRAPHY OF VICTORIA T. AGUILAR

Ms. Victoria Aguilar is the Founder and Managing Partner of The AR Group – a law and HR consulting firm headquartered in Greenwood Village, Colorado that delivers affordable services uniquely designed to add value to both large corporations and emerging companies alike. A seasoned lawyer with more than 20 years of experience, Victoria’s diverse background brings clients a unique and highly sought after level of professionalism and expertise. While she spent many years supporting Fortune 500 companies including GE, Time Warner Telecom and US West Communications, Inc., it was her own entrepreneurial spirit that allowed her to realize her passion for solving the legal matters of consumers and small emerging businesses. Victoria also served as the VP of Human Resources and General Counsel to a 2000+ union/non-union employee construction firm with operations in four states, and managed the HR and Legal departments for two high-growth technology startup enterprises. In addition to her legal experience and qualifications, Victoria is certified as a Senior Professional of Human Resources. Given her unique background, Victoria is often called upon to serve as an expert witness in litigation involving employment law and HR policy.

With a passion for her local Hispanic community, Victoria sits on the board of the National Hispanic Voter Educational Foundation and performs pro bono work for Mi Casa, a non-profit organization dedicated to advancing the economic success of Latino families in Colorado. Previously, she was actively involved with the Rocky Mountain Minority Supplier Development Council and held a position on the board of the Hispanic Chamber of Metro Denver. Victoria also presents on topics including human resources, legal, and professional development for The National Hispana Leadership Institute.

Over the years, Victoria has received numerous awards and recognition for her work as a top attorney, community leader and successful business owner. In 2007, Victoria received the “Triumphant Woman” award from the Excelsior Youth Center for serving as a strong role model to girls in need; in 2012, she was recognized by the Hispanic Chamber of Metro Denver as the “Business Woman of the Year” and was also selected as an “Emerging Leader” by the US Small Business Administration for its e200 Leadership Program; and in 2013, Victoria was named one of “Colorado's Best Women Attorneys” by *Colorado Law Week* magazine.

Victoria holds a Bachelor of Arts degree in Psychology from Boston College, graduating Summa Cum Laude, and a law degree from the University of Michigan. Victoria is licensed to practice law in Colorado and Minnesota.

**Jeanette Blanco-Wellers**  
**President and CFO**

Jeanette is the Owner, Founder and President of JBlanco Enterprise, Inc. She has worked in the Construction Industry since 1996, as a Safety Engineer, Loss Control Specialist, Safety Director and Construction Company Owner. In each of these progressively responsible roles, Jeanette has excelled at providing technically proficient, high-quality services at a fair and reasonable price. She has provided overall leadership and direction for JBlanco Enterprises, Inc since early 2004.

**By Laws for the Denver Water  
Minority and Women-Owned Business Enterprise and Small Business Enterprise Programs External  
Advisory Committee**

**Scope:**

The External Advisory Committee (Committee) will review and provide feedback into establishing goals, programs, outreach efforts and communication plans in order to ensure the sustainability, growth and success of Denver Water’s Minority and Women-Owned Business Enterprise (MWBE) and Small Business Enterprise (SBE) programs. The Committee shall assist and provide guidance for making recommendations to the Board of Commissioners (Board) on goals, targets and outreach efforts.

**Membership and member roles:**

As vacancies arise on the committee, the SBE/MWBE Liaison will propose replacements to be approved by the Board.

Business entities in which Committee members have an ownership or employment interest may not bid on Denver Water contract opportunities during the member’s term of service on the Committee.

Committee members will include:

- 3 Representatives from established organizations that represent MWBE and SBE interests
- 3 Representatives from MWBE certified or SBE companies (Qualifying SBEs will meet 100% of federal Small Business Administration standards for SBEs).
  - The following categories of companies will always have representation on the committee:
    1. At least one construction or construction-related company
    2. At least one company that provides goods or professional services outside of the field of construction
- 1 Representative from a corporate supplier diversity program
- 2 Representatives of “Next Generation” MWBE or SBEs.

Denver Water staff members will include:

- *Chair: SBE/MWBE Liaison* will act as chair and coordinator of the committee.
- *Manager of Stakeholder Relations* will act as an advisor and ex-officio member of the committee

**Committee Member Terms**

MWBE and SBE Organizational Representatives: Permanent members or until such time as they request to step down or be replaced.

MWBE and SBE Company representatives: staggered 2 year terms\*

Corporate Supplier Diversity Program Representative: 2 year terms

**Committee Meetings:**

The Committee will meet twice annually but more frequently if there is consensus that an additional meeting is necessary. The first meeting shall be held in the first quarter of the year prior to the annual

program update to the Board. The second meeting will be held in the third quarter and will consist primarily of a mid-year review of progress towards annual participation goals.

A simple majority is required for quorum. In the event a vote is necessary because of the inability to reach consensus, it may be passed by a simple majority. Minutes of the meetings shall be kept.

The meetings will include discussions related but not limited to:

- Reviewing participation toward meeting annual program goals and recommending modifications to the program as necessary to help ensure Denver Water meets its goals and targets.
  - Recommend Best Practices
  - Reviewing and providing guidance on establishing goals and targets.
- Program Reporting:
    - Review and provide feedback on annual Board reports/presentations.
    - Review and provide feedback on the annual outreach plan for MWBE and SBE.

*\*Members appointed during the first year of the committee will have terms of 1or 2 years in order to establish a staggered timeline for re-appointment.*