

# WBENC

WOMEN'S BUSINESS ENTERPRISE  
NATIONAL COUNCIL

JOIN FORCES. SUCCEED TOGETHER.

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## SEPTEMBER 2022 BOARD BOOK

BOARD OF DIRECTORS MEETING  
VIRTUAL ZOOM MEETING

SEPTEMBER 8, 2022

All materials for this and future Board meetings are available to all Board members at the private Board Extranet site: <http://www.wbenc.org/extranet-Board>

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## AGENDA

|                |  |   |
|----------------|--|---|
| <b>2:00 PM</b> | <b>BOARD CHAIR’S REPORT</b> <ul style="list-style-type: none"><li>• OPENING</li><li>• APPROVAL OF MEETING MINUTES (APRIL 2022)</li></ul>   | <b>BARBARA KUBICKI-HICKS</b>              |
| <b>2:10 PM</b> | <b>NOMINATING AND GOVERNANCE COMMITTEE REPORT</b>  | <b>CLINT GRIMES</b>                       |
| <b>2:20 PM</b> | <b>PRESIDENT’S REPORT</b>  | <b>PAMELA PRINCE-EASON</b>                |
| <b>2:45 PM</b> | <b>TREASURER’S REPORT AND AUDIT UPDATE</b>   | <b>THERESA HARRISON/MICHELE VANTREECK</b> |
| <b>3:15 PM</b> | <b>FORUM UPDATE</b>  | <b>PATTI MASSEY</b>                       |
| <b>3:25 PM</b> | <b>LEADERSHIP COUNCIL UPDATE</b>   | <b>PHALA MIRE</b>                         |
| <b>3:35 PM</b> | <b>NEW BUSINESS: FOLLOW-UP ON JUNE 2022 WORKING SESSIONS</b> <ul style="list-style-type: none"><li>- CERTIFICATION INPUT FROM BOARD</li><li>- NEW ACTIVITY ON CERTIFICATION MODERNIZATION FROM NMSDC</li></ul> |   |
| <b>4:30 PM</b> | <b>CLOSE</b>   |   |

**Minutes of the April 28, 2022  
WBENC Board Meeting**

**Submitted for Approval  
During the September 2022  
Board Meeting**

Women's Business Enterprise National Council  
Board of Directors Meeting  
April 28, 2022 – 2:00pm- 4:30pm ET  
Teleconference

| Meeting Roster             |                                    |                 |
|----------------------------|------------------------------------|-----------------|
| 1. Board Chair             | Barbara Kubicki-Hicks, Wells Fargo | Present         |
| 2. President and CEO       | Pamela Prince-Eason, WBENC         | Present         |
| 3. Counsel                 | Jorge Romero, K&L Gates            | Absent          |
| <b>Corporation</b>         | <b>Corporate Members</b>           |                 |
| 4. AARP                    | VACANT                             | Vacant Seat     |
| 5. Accenture               | Nedra Dickson                      | Present         |
| 6. Allstate                | VACANT                             | Present         |
| 7. AT&T                    | Jalayna Bolden                     | Present         |
| 8. Avis Budget Group, Inc. | VACANT                             | Vacant Seat     |
| 9. Bank of America         | VACANT                             | Vacant Seat     |
| 10. BP America             | Kimberly Thornton                  | Present         |
| 11. Capital One            | Clint Grimes                       | Notified Absent |
| 12. Chevron                | Stephanie Beveridge                | Present         |
| 13. Comcast NBC Universal  | Ajamu Johnson                      | Present         |
| 14. D.W. Morgan            | David Morgan                       | Absent          |
| 15. Dell Inc.              | Larry Senger                       | Present         |
| 18. ExxonMobil Corporation | Doug Fisher                        | Present         |
| 17. EY                     | Theresa Harrison                   | Present         |
| 18. FedEx                  | Sue Spence                         | Absent          |
| 19. Ford Motor Company     | Jacklyn Watt                       | Present         |
| 20. GM                     | Reggie Humphrey                    | Notified Absent |
| 21. IBM Corporation        | Michael Robinson                   | Present         |
| 22. Intel                  | Jackie Sturm                       | Absent          |
| 23. Johnson & Johnson      | Jennifer Curley                    | Present         |
| 24. JP Morgan Chase & Co.  | William Kapfer                     | Present         |
| 25. Kellogg                | Michele Van Treeck                 | Present         |
| 26. KPMG LLP               | Jennie Friedman                    | Absent          |

|                                   |                    |                            |
|-----------------------------------|--------------------|----------------------------|
| 27. Kroger                        | Ryan Verbecken     | Present                    |
| 28. Lowe's                        | Tabatha Watson     | Notified Absent            |
| 29. Macy's, Inc.                  | Diana Pon          | Present                    |
| 30. ManpowerGroup                 | Ron Needham        | Notified Absent            |
| 31. Marriott International, Inc.  | Casey Oakes        | Present                    |
| 32. Microsoft Corporation         | VACANT             | Vacant Seat                |
| 33. Nationwide Inc.               | Kimberly Proffitt  | Present                    |
| 34. Office Depot/Office Max       | Karen Miller       | Notified Absent            |
| 35. PepsiCo, Inc.                 | Mary McEvoy        | Notified Absent            |
| 36. Pfizer Inc                    | Mike Hoffman       | <i>Authorized Designee</i> |
| 37. Procter & Gamble              | Andy Butler        | Notified Absent            |
| 38 Robert Half                    | Sharon Black       | Absent                     |
| 39. Shell Oil Company             | VACANT             | Vacant Seat                |
| 40. The Coca-Cola Company         | Fernando Hernandez | Present                    |
| 41. The Walt Disney Company       | Claudia Splichal   | Present                    |
| 42. Toyota North America          | Chris Garramone    | Present                    |
| 43. Twitter                       | Kristen Hickey     | Notified Absent            |
| 44. United Airlines               | VACANT             | Vacant Seat                |
| 45. UPS                           | Kris Oswald        | Present                    |
| 46. Verizon                       | VACANT             | Vacant Seat                |
| 47. VISTRA                        | Phil Seidler       | Present                    |
| 48. Walmart Stores, Inc.          | Michael Byron      | Absent                     |
| <b>Leadership Council Members</b> |                    |                            |
| 49. WBCS                          | Vacant             | Vacant Seat                |
| 50. WBEC-South                    | Phala Mire         | Present                    |
| 51. WBEC-East                     | Liz Walsh          | Present                    |
| 52. WBDC Florida                  | Nancy Allen        | Present                    |
| 53. WBDC Midwest                  | Emilia DiMenco     | Present                    |
| 54. GWBC                          | Roz Lewis          | Absent                     |
| 55. WBEA                          | April Day          | Absent                     |
| 56. GLWBC                         | Michelle Richards  | Absent                     |
| 57. CWE                           | Gaby King Morse    | Absent                     |

|  |                              |                 |
|--|------------------------------|-----------------|
| 58. WBEC-Pacific   | Janice Greene                | Notified Absent |
| 59. WBEC Greater DMV & NY                                | Sandra Eberhard              | Present         |
| <b>Forum Members</b>                                     |                              |                 |
| 60. CRC Group, Inc.                                      | Patricia Rodriguez-Christian | Present         |
| 61. M Davis, Inc.  | Peggy Del Fabbro             | Present         |
| 62. MYCA   | Patti Massey                 | Present         |
| 63. Bocci Engineering, Inc.                              | Lianne Lami                  | Present         |
| 64. Ampcus   | Ann Ramakumaran              | Present         |
| 65. IMAGEN   | Joan LaGrasse                | Notified Absent |
| 66. Magnum Group   | Vivian Isaak                 | Absent          |
| 67. Savoca Enterprises                                   | Sharon Savoca-Mahin          | Absent          |
| 68. DevMar Products                                      | Sharon Reynolds              | Absent          |
| 69. SeeHerWork   | Jane Henry                   | Present         |
| 70. Kaygen   | Rashmi Charturvedi           | Present         |
| <b>Expert Members</b>                                    |                              |                 |
| 71. Bristol-Myers Squibb                                 | Farryn Melton                | Present         |
| 72. Past Chair Emeritus                                  | Cheryl Stevens               | Present         |
| 73. ACT-1 Group  | Janice Bryant-Howroyd        | Present         |
| 74. Past First Vice Chair (Retired BP)                   | Debra Jennings-Johnson       | Present         |
| 75. Netflix  | Eugene Campbell              | Present         |
| <b>WBENC Staff</b>                                       |                              |                 |
| Chief Operating Officer                                  | Jill Sasso                   | Present         |
| Senior VP, Marketing & Technology                        | Pat Birmingham               | Present         |
| Senior VP, Strategic Financial Services & WBE Engagement | Laura Taylor                 | Present         |
| VP, Business Development & Engagement                    | Mia Delano                   | Present         |
| VP, Certification  | LaKesha White                | Present         |
| Assistant Controller                                     | Lauren Herman                | Present         |
| <b>Regional Partner Organizations</b>                    |                              |                 |
| WBEC-ORV   | Sheila Mixon                 | Absent          |
| WBEC West  | Pamela Williamson, Ph.D.     | Present         |
| WBCS   | Bliss Coulter                | Present         |

| Board of Director Guests & Representatives |                        |         |
|--|------------------------|---------|
| Allstate                                   | Cheryl Harris          | Present |
| Chevron                                    | Dave Feldman           | Present |
| Lowe's                                     | Steffani McLean        | Present |
| Shell Oil Co.                              | Tony Almeida           | Present |
| Shell Oil Co.                              | Brian Hall             | Present |
| United Airlines                            | Suzi Cabo              | Present |
| WBENC                                      | Cheri Butler (Simmons) | Present |
| WBENC                                      | Amanda Zack            | Present |
| Pfizer                                     | Ellen Jameson          | Present |



## **WBENC BOARD OF DIRECTORS' MEETING – April 28, 2022**

**CALL TO ORDER:** Board Chair Ms. Barbara Kubicki-Hicks called the meeting to order at 2:06pm ET.

A Quorum was established – see Attendance Sheet.

### **BOARD CHAIR'S REPORT**

**BARBARA KUBICKI-HICKS**

- Ms. Barbara Kubicki-Hicks welcomed everyone to the meeting.
- Reminded everyone that all materials related to the Board Meeting are confidential and only intended for WBENC Board Members
- Reviewed the March 2022 Discovery Series and plans for the in-person June 2022 National Conference
- Commended the WBENC team for the programming completed in the first four months of 2022
- Congratulated the Finance Team for positioning WBENC for strong financial performance
- Ms. Kubicki-Hicks asked if there were any corrections to the December 2021 Board Meeting minutes. There were none.

*Following a motion by Mr. Casey Oakes and a second by Mr. William Kapfer, the meeting minutes for the December 2021 Board Meeting were accepted and unanimously approved. There was no opposition, no further discussion.*

### **NOMINATING & GOVERNANCE COMMITTEE REPORT**

**JILL SASSO**

Full details can be found in the April 2022 Board Book and PowerPoint slide deck.

- Ms. Jill Sasso stated that there were four (4) nominations for existing corporate board seats to consider. The candidates are Ms. Cheryl Harris with Allstate, Ms. Stephanie McClain with Lowe's, Mr. Tony Almeida with Shell, and Ms. Suzi Cabo with United Airlines.
- The recommendation from the Nominating & Governance Committee is to approve all four (4) nominations.

*Following a motion made by Ms. Theresa Harrison and a second by Mr. Casey Oakes, the Committee's recommendations for board seat nominations were unanimously approved; no opposition; no abstentions or further discussion.*

- Ms. Sasso stated that there was a change in one of the Leadership Council board seats due to the retirement of Ms. Debbie Hurst. The Leadership Council has recommended that Dr. Pamela Williamson of WBEC-West take over the existing seat.

*Following a motion made by Ms. Patricia Rodriguez-Christian and seconded by Ms. Sandra Eberhard, the nomination for the existing RPO Leadership Council board seat was unanimously approved; no opposition; no abstentions or further discussion.*

- Ms. Sasso stated that there are five (5) remaining vacant board seats that the committee is working to fill.

## **PRESIDENT'S REPORT**

**PAMELA PRINCE-EASON**

Full details can be found in the April 2022 Board Book.

- Ms. Pamela Prince-Eason opened by stating that the board activity that will be done in Atlanta during the June Conference will be focused on gathering input from board members on strategic planning.
- Ms. Prince-Eason stated that the 2022 audit began three (3) months earlier than normal this year.
- Ms. Prince-Eason stated that WBENC has taken the best of the programming that was delivered in 2020 and 2021 to deliver outstanding programming this year.
  - WBENC will continue to offer WeTHRIVE Digital to focus on WBEs' digital presence.
  - WeTHRIVE, WeTHRIVE Digital, and WeIGNITE are the prerequisite programs for the Tuck Capstone Program.
  - WBENC continues to focus programs on specific industry needs and outreach.
  - The March Discovery Series programs were feeders for the programming that can be expected at the June Conference.
  - Encouraged corporate member CPOs to attend upcoming CPO Summits
  - The Share the Green program sponsored by Waste Management and Thriving with CapitalOne will be held this year.
  - Recognized Lowe's for providing certification grants to WBEs
- Shared that JP Morgan Chase has made WBENC its premier partner for financial education programming including mentorships
- WBENC is working with Amazon to provide opportunities for WBEs to scale.
- WBENC continues to interface with the US SBA and WeConnect International.
- WBENC and other DEI organizations participated in a pharmaceutical industry organization diverse business roundtable to provide insights on issues that impact small businesses.
- Thanked the 2022 Conference Advisory Board, WBE partners, and sponsors for their collaboration on the planning for the National Conference.
- Ms. Prince-Eason explained an issue that occurred concerning booth options at National Conference.

## **TREASURER'S REPORT**

**PAMELA PRINCE-EASON / THERESA HARRISON**

Full details can be found in the April 2022 PowerPoint slide deck.

- Ms. Theresa Harrison opened by thanking Ms. Prince-Eason and the WBENC Team for its overall performance.
- Ms. Prince-Eason stated that the two PPP loans have been forgiven.
- There will be three (3) in person events in 2022 including National Conference, the Tuck Capstone program, and a small November event.
- The financial report given in this meeting includes final year-end numbers for 2021.
- The cash position at the end of 2021 was very strong at \$8,705,664.
  - Discussed the restricted funds account which is used for educational grants that help develop women-owned businesses. Walmart, DTE Energy, and Ms. Ann Ramakumaran have contributed to this fund.

- Total cash at the time of the meeting was \$10M, but substantial payments will be made for June 2022 National Conference expenses, as well as project expenses for key program milestones such as the Women of Color (WOC) series, the CapitalOne Thriving technology platform, and expenses related to the in-person Tuck Capstone Program.
- The full year 2021 unaudited membership revenue is \$5,968,525 with 474 total members, 75 of which are new in 2022.
- Sponsorship & Registration Fees are \$3,427,180 and \$624,788, respectively.
- Total projected revenue for 2022 is \$10,565,000.
- Revenue targets that were set for 2022 are being met or exceeded.
- Ms. Harrison commented that the financial performance is outstanding and thanked the corporate members for their support.
- Ms. Prince-Eason stated that total expenses are budgeted at \$10,565,000.
  - Ms. Prince-Eason commented that the budget had been presented as break-even, but the unrestricted profit that will increase net assets was \$1,791,00, and over \$300,000 of that went to RPOs as an unplanned additional payment.
    - Whenever projected revenue is exceeded, 17% is passed onto RPO's.
  - 2022 is the last full year of the lease for the WBENC Washington, DC office space.
  - Thanked corporate members for paying their dues using ACH which helps to offset the cost of credit card fees.
  - \$485,000 will be recognized as revenue due to the PPP loans.
- Ms. Cheryl Stevens thanked the WBENC team for its hard work.
- Ms. Janice Bryant-Howroyd commended the WBENC team for the work it has done during the Covid-19 pandemic.
- Mr. Casey Oakes asked about the cost for a potential joint database, and if it is budgeted for 2022.
  - Ms. Prince-Eason responded that what is planned with other organizations to provide joint data on the back end is relatively easy to implement and will not cost any additional funds. WBENC would want corporate members to provide feedback on any additional suggestions they may have on rethinking the entire diverse supplier management process.

## **WOMEN'S ENTERPRISE FORUM REPORT**

**PATTI MASSEY**

Full details can be found in the April 2022 Board Book.

- Ms. Patti Massey gave an update on the activities of the Women's Enterprise Forum:
  - Increasing Forum engagement through the following activities:
    - Kickoff in January 2022
    - Forum Marketing Team blog series
    - WBE Champions
    - 5 for 25 LinkedIn Challenge
    - WBENC Certification campaign
    - Building personal and professional capacity through educational sessions:
      - Marketing team – “Doing Business in the New Normal”

- Global team – “Unleashing Business Success”
- Domestic team – “Leverage the Network More Effectively”
- The third part of the WBENC Listens series kicked off in April.
- Two (2) new leaders were added to the Forum in the positions of 2<sup>nd</sup> Vice Chair and Global Team leader.

### **RPO LEADERSHIP COUNCIL REPORT**

**PHALA MIRE**

Full details can be found in the April 2022 Board Book.

- Ms. Phala Mire provided the following highlights from the Regional Partner Organizations:
  - From December 2020 to December 2021 there was a 0.3% increase in WBEs across the network.
  - There was a 32% increase in WOSB certifications from December 2020 to December 2021.
  - First in-person meeting with RPOs and WBENC staff held in New Orleans
    - Agreed on a meeting cadence to review 2023 Standards of Affiliation document
  - All fourteen (14) RPOs will have booth presence during the June 2022 National Conference.
  - RPOs will collaborate with WBENC on a regional level in WBENC Pitch and Women & Pride programs.

### **2022 NATIONAL CONFERENCE DISCUSSION**

**PAMELA PRINCE-EASON**

Additional details can be found in the April 2022 PowerPoint slide deck.

- Ms. Prince-Eason stated that the June 2022 National Conference will be significantly different than past Conferences.
  - The WBENC Arena will be three (3) times the size of the previous trade fair floor.
  - Open expo will replace the previous trade fair activity.
- Covid-19 requirements will be in place to ensure all attendees are well protected.
- A variety of industries will be represented in each hall of the WBENC Arena.
- Virtual orientation sessions will be held in the month of May to familiarize attendees with how the Conference will be organized and how to prepare for the event.
- Meet & Greet will be conducted during the Conference.
- Ms. Prince-Eason asked if there were any questions.
  - A question was asked about making Conference session content available on-demand after the Conference.
    - Ms. Pat Birmingham answered that there is not currently a plan to make recordings available, but the WBENC team will have a discussion to see if it is possible.
  - A question was asked about the virtual orientation sessions being made available if an individual is unable to attend them.
    - Ms. Birmingham responded that there will be four (4) types of orientation sessions held, and each session will be conducted twice. The recordings for each type of session will be made available on the WBENC events website.
  - A comment was made that the purpose of the orientation sessions was not clear in initial communications.

- Ms. Prince-Eason asked Ms. Laura Taylor to comment on Meet & Greet programming at National Conference.
  - Ms. Taylor commented that the WBENC team’s goal is to provide multiple ways for Corporate Members to engage with WBEs at the Conference.
  - There will be two (2) mornings of Meet & Greet on Wednesday and Thursday during Conference.
  - Meet & Greet will take place in each Hall in the WBENC Arena. Corporate Members will be assigned locations based on their industry.
  - WBEs will be provided the list of Corporate Members that will attend Meet & Greet 7-8 days prior to Conference.
  - There will be 25-minute rounds for each table during Meet & Greet.
  - Networking lounges will be available to have additional discussion outside of booths in each Hall.
  - Semi-private space will be available to sponsors.
  - Instant Match activity will be available to facilitate further discussion with WBEs.
  - Meet & Greet and Instant Match are new alternatives to the full day of Matchmaker at prior Conferences.
  - Ms. Taylor asked if there were any questions or comments.
    - A question was asked about how to staff booths based on the new Conference schedule and structure.
      - Ms. Taylor responded that there are times in the schedule where the only activity scheduled is open expo and full staffing is recommended.
      - Ms. Birmingham commented that WBENC requests that booths be staffed during open expo times, and that there will be traffic all three (3) days of the Conference. Any company exhibiting may have its booth open and staffed any time they choose to during the Conference.
      - Ms. Prince-Eason commented that WBENC has ensured that there will be security available for times where booths are not staffed.
    - A question was asked about if there will be content at Conference on the topic of wellness.
      - Ms. Prince-Eason responded that there will be several wellness related items available during Conference.
    - A question was asked about if there will be accommodations made for those with disabilities.
      - Ms. Prince-Eason responded that WBENC asks each individual registering for the Conference if special accommodations are needed, and that space will be made available to accommodate anyone who may require a cart or special transportation in the Arena.
      - Ms. Birmingham commented that scooters will be available to those who require them, and that anyone who registers with an ADA (Americans with Disabilities Act) request are contacted directly so their needs are understood and planned for.
  - Ms. Prince-Eason asked Ms. Amanda Zack to review the WBENC Pitch Program
    - Ms. Zack provided an overview of 2022 WBENC Pitch programming.
      - There will not be a pitch competition at the 2022 WBENC Conference.
      - There will be pitch opportunities for WBEs throughout 2022.
      - Provided an overview of the WBENC Pitch 2022 Spring Showcase platform.

## **NEW BUSINESS**

**PAMELA PRINCE-EASON**

- Ms. Prince-Eason commented that WBENC will do Covid-19 testing and monitoring of vaccination status of Conference attendees.
- WBENC will not require Conference attendees to wear a mask during the event. It would be difficult to require masks since airlines no longer require them, and attendees will not have had to wear them during their travel to the Conference.
  - WBENC will have seating for those who prefer social distancing.
  - Ms. Prince-Eason asked for comments regarding not having a mask requirement at Conference.
    - Mr. Ryan Verbecken provided his agreement that it will be difficult to mandate masks during the National Conference.
    - Mr. Tony Almeida commented that it is important that everyone is comfortable in the Conference environment, and that those who prefer social distancing and masks feel included in all activities.
- Ms. Prince-Eason opened the floor for new board members to make remarks.
  - Ms. Cheryl Harris expressed her enthusiasm about being a new board member.
  - Mr. Almeida expressed his excitement about serving on the board.
  - Ms. Jennifer Curley expressed that she is looking forward to serving on the board.

## **MEETING ADJOURNMENT**

Following a motion by Mr. William Kapfer and a second by Ms. Janice Bryant-Howroyd, the meeting was adjourned.

The meeting ended at 4:26 PM ET.

**Materials for September 8, 2022**  
**WBENC Board of Directors Meeting**

# Nominating Governance Committee Report

Women’s Business Enterprise National Council  
 Report to the WBENC Board of Directors  
 September 8, 2022

**GOAL 1: Based upon the needs of WBENC and input from the Executive Committee, we will provide a slate of qualified Board of Director candidates to the Executive Committee and Board of Directors.**

| 2022 Progress to Goal   |   |
|---|---|
| April 2022  | September 2022  |
| <ul style="list-style-type: none"> <li>Reviewed open corporate seats and candidates. Provided four (4) recommendations for open corporate board seats and one (1) recommendation for an open Leadership Council seat for board consideration and elections at April 28, 2022, meeting.</li> </ul> | <ul style="list-style-type: none"> <li>Reviewed open corporate seats and candidates. Provided recommendation for open corporate seat for board consideration and election at September 8, 2022, meeting.</li> </ul> |

**GOAL 2: We will review, validate and update (as required) documents supporting the nomination and governance processes, and collect required documents annually.**

- |                                 |                         |
|---------------------------------|-------------------------|
| a) By-laws                      | d) Committee Timeline   |
| b) Committee Charters           | e) Code of Ethics       |
| c) New Board Member Application | f) Conflict of Interest |

| 2022 Progress to Goal  |   |
|--|---|
| April 2022   | September 2022  |
| <ul style="list-style-type: none"> <li>Reviewed existing New Board Member Application and made updates to align with current board practices and information needed for board candidates.</li> </ul> | <ul style="list-style-type: none"> <li>Code of Ethics and Conflict of Interest forms have been sent to each board member for electronic signature.</li> </ul> |

**GOAL 3: We will develop metrics that track board member attributes and Committee performance.**

- Corporate Scorecard
- Board Matrix

| 2022 Progress to Goal  |  |
|--|--|
| April 2022   | September 2022   |
| <ul style="list-style-type: none"> <li>No updates for Q1 2022</li> </ul> | <ul style="list-style-type: none"> <li>Corporate Directors with seats up for renomination in Q4 2022 were notified in August.</li> </ul> |

*WBENC By-laws Reference: Article V, Section 5.2*



### Nominations for Existing Corporate Board Seats (1)

Pfizer      Sirsij Peshin      (term exp 2024)

### Vacant Corporate Seats (10)

AARP

Avis

Bank of America

Dell

IBM

Marriott

Microsoft

Twitter

Verizon

Walmart

### Recommendations for New Corporate Board Seats (1)

Google (Replacing Twitter– term exp 2025)



### Sirsij Peshin

Vice President – Sourcing & Enterprise Services Global Lead

Pfizer Inc

Sirsij has more than 29 years of industry experience and has managed large, global, and cross-functional teams in Japan, China, India and the US. In these pivotal roles, Sirsij has established a proven track record for disrupting the status quo and implementing technology-enabled business innovation in Commercial Operations, Digital, Quality Management, Business Strategy and Sales. Prior to transitioning into his current role, Sirsij was Vice President – Global Commercial Operations for Pfizer Inc.

Sirsij has led multimillion-dollar transformational initiatives and delivered tangible business outcomes in the areas of HCP/Patient engagement, Operational Efficiency, Sales Force Effectiveness, Pharmacovigilance, Patient Affordability & Access, Data Privacy, Robotic Process Automation and Global Shared Services.

Sirsij has a stellar reputation as a strong leader who cares about colleagues and ensures that they feel seen and heard. He inspires others to strive for *Excellence* and actively promotes *Equity*.

Sirsij received his Bachelor of Science Degree from the University of Kashmir, India, and earned a Master of Computer Applications Degree from Thapar University. He also serves on the Advisory Boards of Pace University and Questex Digital Pharma. Sirsij enjoys volunteering at New Jersey food banks and mentoring youth from underprivileged communities.

## Governance, Board Management and Strategic Focus:

**Item 1 (Repeated):** Following our findings in August and November of 2021, we have set 2022 goals for each committee that is part of our Governance structure and on-going operational support. *As key topics are emerging in each committee, we are surfacing the topic to the board in 2022 for input and direction to serve as committee guidance. We began gathering input regarding key certification items at our IN PERSON Working Sessions in Atlanta in June 2022. We will seek further guidance from the board regarding Certification topics during this virtual Board Meeting.*

Taking the best of 2020-2021 virtual offerings and a return of strong "in-person" offerings we believe all 2022-2024 goals will support our future vision:

- a. Understand the needs of corporate and government members in this permanently changed business environment to support the ever-evolving needs of the businesses they serve.
- b. Understand the needs of women-owned businesses (both certified and non-certified) to ensure we have appropriate support available across the network to survive, grow and thrive but also to outreach to non-certified businesses to include them in this network enhancing their individual businesses and including their capabilities in the solutions and innovations current WBEs and Corporate Members are pursuing.
- c. Understand the business environments and industries that we are serving and also the industries that we should be serving.
- d. Reinforcing our strong belief that this network is served by a strong National Organization with 14 strong Regional Partner Organizations in order to stay close to our customers, recognize changing needs quickly and be pro-active in preparing and serving our customers.

Again, I want to thank each of you for your support of this organization and the role you play in its ongoing evolution and success.

**Item 2:** All work at WBENC continues to be supported through a strong governance model consisting of the Board, Executive Committee, Committee Structure, as well as strong continued oversight of all WBENC policies, procedures, processes, technologies, tools and practices. There is a deep dive of the WBENC/RPO responsibilities and governance currently underway that will culminate in a new 2023 Service Agreement between WBENC and our 14 RPOs that will last for a 3-year time period.

## Operational Excellence:

Following an incredibly successful 2022 National Conference in Atlanta from June 6-9, TEAM WBENC wishes to thank all who sponsored, supported and attended our 1<sup>st</sup> post pandemic in person activity. I wish to congratulate the entire WBENC team as well as our RPO Host Councils (GWBC and ORV-WBC) and all the RPOs who worked together to create an inclusive celebration of WBENCs 25 years. I would like to give a special shoutout to our 25<sup>th</sup> Anniversary sponsors BMS, EY, Walmart and Wells Fargo and to our partners at Accenture, AT&T, The Coca-Cola Company and UPS and WBE leaders of Accel, ALOM, Ampcus and Bold Haus for Co-chairing this amazing event. We were proud to celebrate all STARS and to recognize a special group of Corporations with our Pandemic Edition of America's Top Corporations award. (See full list posted on [wbenc.org](http://wbenc.org))

We have begun work on our planned 2023 National Conference & Business Fair (THIS WILL OCCUR MARCH 20-23, 2023, IN NASHVILLE, TN). First right of refusal sponsorships have been taken and sponsorship sales are now available to all. Program planning and planning to transition the WBENC Arena to the Gaylord footprint our now underway. We are finalizing the introduction of Joan Lagrasse's Events company into our delivery model. More will be shared as planning and execution continue.

2<sup>nd</sup> and 3<sup>rd</sup> QTR 2022 program work that delivered value to both WBEs and Corporate Members, and provided for outreach to those not yet certified included:

1. WeTHRIVE – 1 Cohort completed; New Cohort underway
2. WeIGNITE Executive Education following EOS Model – 1 Cohort completed, Program expansion for return to “in person” underway (next program will be Feb 2023 – 1 week, in person)
3. Women of Color Programming – 6 sessions completed AND Incubator University Visits to promote Fall 2022 Program underway at Howard, North Carolina A&T and most recently at FAMU
4. 2022 Women-owned in Retail – launched and continuing throughout this year. Extremely favorable feedback for Lowes, Target, Macys and Home Depot.
5. Collegiate Accelerator – This program was a hybrid during 2022 and was extremely successful with the virtual content for the cohort prior to the National Conference and then the event emersion in Atlanta. Thank you to all sponsors and mentors of these amazing young women.
6. Women and Pride – Celebrated Pride Month in June and co-sponsored NGLCC activity in August at National Conference. WBENC was recognized by NGLCC with a Partnership award during their anniversary programming. (Tremendous honor for WBENC and the RPOs to accept.)
7. Allyship Program – 3 important sessions occurred at the June National Conference
8. April/May 2022 Pitch Academy, Capability Statement Development and Virtual Showcase was very successful
9. 2Q-2022 CPO offering in Atlanta with Sept/Oct CPO Session to be offered virtually.
10. Lowes' Certification Grant Program continues into year 2
11. Thriving with Capital One Program has held several virtual sessions that are providing tremendous outreach to local communities where Cafes are located. 1<sup>st</sup> in person session (PLANNED) to occur in Scottsdale, AZ in October 2022.
12. Waste Management Share the Green Development Program – completed with Certification Grants underway for participants.
13. Business Case Series – 3 Sessions for this series have been conducted with over 300 participants in the last session. Next session planned for September 15.
14. National Student Future Ready Day – Planet Mogul – program finalized for support of all 5<sup>th</sup> Grade Students at Riverside Elementary School in South Carolina September 22<sup>nd</sup>.
15. The new Chemical Industry Accelerator launched in August and will run through March 2023.
16. November 2022 Innovate with WBENC VIP Event including WBENC Pitch – regional pitches are underway to provide semi-finalists with opportunity to participate with Forum, RPO leaders, Board Members and select corporations during Unity Week.

## Technology Enablers:

I wish to formally call-out that we are moving forward with our strategic replacement of our current Financial Account Package (Great Plains) and the integrated CRM System by providing an RFP to 2 WBE firms and 4 majority implementation partners. We will begin formal review of each step of the process with the Executive Committee as we move forward.

Our work on Thriving with Capital One included a specification to utilize a LMS system longer term. The RFP comparison of 3 products has led to contracting with Thinkific. We will share results of usage of this tool during our December Board Meeting.

## Support for the Network

Though we have remained in a virtual setting, we have continued to support the engagement needs of our corporate members, government partners, WBEs, and Regional Partner Organizations.

### From April 2022 – August 2022:

1. **5/3** – Chuck Hendrix attended in person Fifth Third Supplier Diversity Day on behalf of WBENC.
2. **AARP** – Mia Delano attended virtual small business session on behalf of WBENC.
3. **ACT-1** – Supported Inc program “Women of Wall Street” due to Janice Bryant Howroyd’s education and foresight regarding importance of certification. We have had several WBENC businesses included in the next phase of the competition. Program to air in April 2023.
4. **JPMC, Meta (Facebook), Wells Fargo and Google:** Significant interactions to deliver programming and communicate value back inside each corporation.
5. **IBM and Tuck** – finalization of program for October 2022 immersive program.
6. Participated in Monthly **SBA** – Third Party Provider calls
7. **Marriott** – Pam presented on behalf of the Non-profit customers of Marriott during the Annual Marriott Customer Advisory Event in July.
8. **Walmart** – Launch of Mentoring program and discussions for organization alignment of Supplier Diversity into the Procurement organization.
9. **84 Lumber and WBEC South** – WBENC is in conversations with 84 Lumber on areas of interest in advancing women in construction, architecture and engineering. We are also finalizing the WBENC Advisory Board of Corporate Members for this space. These efforts will partner with WBEC-South work that is to address WBE needs that need support from the network. WBEC-Pacific will be joining and advising as this work moves forward due to their WBE Committee that has been focusing on this industry for the past 2 years. Anticipated results would be delivered across the entire network.
10. **WBEC-Pacific Conference** – Virtually attended extremely strong event focused on Ideation and Innovation. Congratulations to Dr. Janice Green and her team.
11. **ORV-WBC** – Honored to attend in person event in August with ORV. Tremendous interactions and programming as well as wonderful recognition of Sheila Mixon and her service to WBEs. WBENC was honored to provide \$2,000 to the Sheila Mixon Educational Fund that supports new start-ups attendance at the annual Catch the Wave event each year. Congratulations Sheila for a wonderful event and a career full of success in advancing women and minority owned businesses.
12. **WeConnect International** - Pamela Prince-Eason and Elizabeth Vasquez continue monthly calls to ensure consistent support for Members and WBEs both within and outside the United States and to ensure alignment for June National Conference.
13. **Women’s Business Collaborative (WBC)** – Laura Taylor continues to support monthly partnership calls with all organizations and with Access to Capital sub-committee.
14. **BDR** – Mia Delano participated in this year’s annual conference.

15. **Caesar's International** – continuing support for new leadership to engrain strong goals across the organization moving forward. Participated in annual Supplier Diversity program in April.
16. **USPAAC** – Attended May Annual Conference Celebration.
17. **NGLCC** – all RPOs and WBENC attended Women's Reception at NGLCC National Conference in August, WBENC had booth allowing strong engagement with attendees, sponsor of Wednesday night reception.
18. **NGLCC and WIPP** – Unity Week planning being finalized.
19. **NMSDC Automotive (AIG) Event** – Pamela Prince-Eason served as a panelist during the July Automotive event.
20. **WEUSA** – as a magazine partner, WEUSA released a robust edition that provided great coverage of WBENC and around the network, including reflections by Susan Bari and Linda Denny.
21. **GovEXEC Daily Podcast** – Pamela Prince-Eason spoke as an expert on issues impacting women-owned businesses in July 2022.

The **RPO** Network continued with their leadership of the WBENC Listens series and now the **Forum** "Listens" sessions have started and are also being well received.

### **IMPORTANT REMINDER:**

WBENC'S 2023 NATIONAL CONFERENCE AND BUSINESS FAIR WILL OCCUR MARCH 20-23 AT THE GAYLORD OPRYLAND IN NASHVILLE, TN. THIS EVENT IS BEING CO-CHAIRLED BY CORPORATE PARTNERS: BMS, DUPONT, EY, NISSAN AND WBE PARTNERS ACT-1 AND AMPCUS.

# Finance Committee Report

Women’s Business Enterprise National Council  
Report to the WBENC Board of Directors  
September 8, 2022

**GOAL 1:** Oversee the monthly and yearly financial reporting process and increase the awareness of the Board of Directors with regards to WBENC’s financial position. The Finance Committee meets as needed and specific meeting highlights are noted below:

| 2022 Progress to Goal   |   |
|---|---|
| April 2022  | September 2022  |
| <ul style="list-style-type: none"> <li>Year-end 2021 close, advanced preparation for the 2021 annual audit and Jan/Feb 2022 monthly financial close processes have all run more efficiently and effectively than previous years due to strong staffing and better understanding of revenue reporting guidelines. Pamela Prince-Eason would like to thank Lauren Herman and Kelly Klomparens for their strong performance throughout 2021 and early 2022. Additionally, all staff members have been timely in their reporting and use of new technologies to track expenses and time worked on programs.</li> <li>The Finance Committee will be reviewing financial results in June 2022 due to the timing of this year’s annual audit.</li> </ul> | <ul style="list-style-type: none"> <li>Throughout 2022, WBENC’s CEO, Pamela Prince-Eason, has been keeping the Board Chair, Barbara Kubicki-Hicks, and the Board Treasurer, Theresa Harrison, apprised of WBENC’s financial status.</li> <li>The Finance Committee will be meeting on September 1<sup>st</sup> to review the July 31, 2022, financial statements.</li> <li>WBENC is in an excellent financial position.</li> <li><b>Highlights:</b> <ul style="list-style-type: none"> <li>Cash balance remains high due to strong revenue and judicious management of spending.</li> <li>Corporate Membership has grown significantly, and membership revenue has passed the \$6.0mm mark.</li> <li>National Conference was very successful and had higher than expected attendance.</li> <li>As of 6/30/2022, WBENC surpassed its budgeted unrestricted revenue goal for the year.</li> </ul> </li> </ul> |

**GOAL 2:** Build a 2022 Financial Plan that supports WBENC’s short-term and long-term strategic goals.

| <b>2022 Progress to Goal</b>   |   |
|--|---|
| <b>April 2022</b>  | <b>September 2022</b>   |
| <ul style="list-style-type: none"> <li>• In 2022 we are tracking details of events and programs to ensure they are supporting the yearly projections made in the December 2021 Board Finance Presentation for 2022 Performance. The 2022 budget we are tracking involves 1 “in person” National Event (planned June 2022), 1 “in person” Tuck Educational Program (in October 2022) and 1 “in person” boutique event (planned November 2022.) Support of our virtual offerings continues throughout 2022 in support of developing WBEs to address innovation and new supply chain needs.</li> <li>• Cash position is at highest point as of April 1, 2022. Level of expenses will increase throughout the remainder of 2022 due to:             <ul style="list-style-type: none"> <li>○ “In person” events having a higher level of expense</li> <li>○ Several virtual education sessions executing for a full year in 2022</li> <li>○ Staffing returning to full staff level</li> </ul> </li> <li>• Membership (see committee report) has greatly exceeded all projections and new targets continue to be set.             <ul style="list-style-type: none"> <li>○ Continued high member retention level,</li> <li>○ Higher than projected new membership additions and</li> <li>○ Targeted solicitation via industry strategies continue to lead to success in this area.</li> </ul> </li> <li>• WBENC has received notification of forgiveness for funds from a second PPP loan. Cash was received in 2021 but recognized as unrestricted contribution revenue in 2022 due to accounting requirements.</li> <li>• All programs are on target to meet their original projection.</li> <li>• I am pleased to share that we were able to make a payment in 1Q-2022 to the RPOs that provided them with their portion of our excess profits. WBENC remains committed to ensuring the highest allocation that can be afforded in 2022 and feel that we will have another positive year.</li> </ul> | <ul style="list-style-type: none"> <li>• In September, WBENC management will forecast 2022 revenue and expenses through the end of the year. Once the forecast is complete, WBENC will use it as a basis for creating the 2023 Budget. The draft budget will be presented to the Finance Committee for initial approval. Once the Finance Committee approves it, it will be presented to the Board for final approval.</li> </ul> |



**GOAL 3:** Continue to invest and grow WBENC’s unrestricted net assets reserve to enhance WBENC’s overall financial position.

| <b>2022 Progress to Goal</b>   |  |
|--|--|
| <b>April 2022</b>  | <b>September 2022</b>  |
| <ul style="list-style-type: none"> <li>• During 2020 and 2021, WBENC carefully managed treasury operations to ensure that all “in-flows” and “out-flows” were carefully understood and that expenses were kept in line with anticipated income quarterly and annually.</li> <li>• Previously excess cash in the amount of \$1 million was invested in a CD Ladder at PNC. This was able to be maintained during the pandemic time frame.</li> <li>• Due to excellent financial management and strategic planning of 2020 and 2021 programming, WBENC’s cash position is approaching \$10 million. For this reason, we have exceeded our previous Unrestricted Net Asset (UNA) Reserve target and are currently holding 1 year of funding in cash. WBENC and the Finance Committee will monitor financial results during 2022 and recommend an updated UNA Reserve target for 2023 and the years following. This will allow us to assess what the “new normal” for operating funds will be and identify appropriate targets for reduction should a future emergency occur. I anticipate that information being finalized in 1Q-2023.</li> </ul> | <ul style="list-style-type: none"> <li>• WBENC is thrilled to report that the unrestricted net assets balance grew significantly in 2021, as the draft audit report reflects. This growth has more than compensated for the loss that occurred in 2020 due to the pandemic.</li> <li>• WBENC continues to keep approximately \$1.1mm invested in a CD ladder at PNC bank.</li> <li>• Now that interest rates have rebounded, WBENC management is planning to reopen an interest-bearing savings account in which to keep excess cash of approximately \$2.0mm.</li> <li>• In the coming months, WBENC management will recalculate the targeted unrestricted net assets reserve amount since operations are now different as a result of the pandemic.</li> </ul> |

# Audit Committee Report

Women’s Business Enterprise National Council  
Report to the WBENC Board of Directors  
September 8, 2022

**GOAL 1: Oversee completion of the annual audit.**

| 2022 Progress to Goal   |   |
|---|---|
| April 2022  | September 2022  |
| <ul style="list-style-type: none"> <li>An Audit Committee meeting was held on April 19<sup>th</sup> to kick off the 2021 audit. The meeting included Holly Caporale, Audit Partner, and Sally Hudson, Audit Manager, from audit firm Councilor, Buchanan &amp; Mitchell.</li> <li>WBENC’s 2021 financial statement audit fieldwork commenced on April 25<sup>th</sup>, 2022. Lauren Herman, Assistant Controller, and Kelly Klomprens, Senior Accountant, are the primary WBENC employees supporting the audit.</li> <li>A draft of the 2021 audit report is expected to be received from the auditors by the third quarter.</li> </ul> | <ul style="list-style-type: none"> <li>The 2021 audit is nearing completion. The draft of the 2021 audit report was provided to WBENC on August 22<sup>nd</sup> and the Audit Committee held a meeting to review it on August 24<sup>th</sup>.</li> <li>The draft audit report reflects an unmodified (clean) opinion on WBENC’s 2021 financial statements and no adjusting journal entries.</li> <li>The final audit report is expected to be issued no later than mid-September.</li> </ul> |

**GOAL 2: Oversee completion of the annual Form 990.**

| 2022 Progress to Goal   |   |
|---|---|
| April 2022  | September 2022  |
| <ul style="list-style-type: none"> <li>The 2020 Form 990 was completed by WBENC’s audit firm, reviewed by WBENC leadership, and then reviewed by the Audit Committee before submission to the IRS in November 2021. This satisfies the compliance element of having the Board of Directors review the Form 990 before the organization files the return.</li> <li>Work on the 2021 Form 990 will occur after completion of the audit. It will be filed in advance of the November 15<sup>th</sup>, 2022, deadline.</li> </ul> | <ul style="list-style-type: none"> <li>Once the final 2021 audit report is issued, WBENC staff and the external auditors, Councilor, Buchanan, and Mitchell (CBM) will commence work on the 2021 Form 990. It will be filed in advance of the November 15<sup>th</sup> deadline.</li> </ul> |

**GOAL 3: Ensure WBENC has the appropriate level of internal controls.**

| <b>2022 Progress to Goal</b>   |  |
|--|--|
| <b>April 2022</b>  | <b>September 2022</b>  |
| <ul style="list-style-type: none"> <li>• Each year, as a component of WBENC’s financial statement audit, WBENC’s auditors will assess WBENC’s internal controls surrounding financial reporting and will provide recommendations to management. The recommendations will be reviewed by management and the Audit Committee and will be implemented accordingly.</li> <li>• WBENC continues to have strong internal controls, but always seeks improvement. WBENC intends to hire a third accounting employee in 2022 which will allow for further segregation of duties and better workload management.</li> </ul> | <ul style="list-style-type: none"> <li>• In July, WBENC hired a third accounting employee, Christine Raney, as a Senior Revenue Accountant. Ms. Raney’s focus is on customer invoicing and reconciliation of records with Business Development. This allows WBENC’s other Senior Accountant, Kelly Klomparens, to focus on collections, month-end close procedures, and the audit. The increased separation of duties and better workload management has strengthened WBENC’s internal controls.</li> <li>• In August, WBENC began the RFP process for a new accounting system. The goal is to implement a new accounting solution in Q2 and Q3 of 2023. A more modern accounting system will increase operating efficiency and improve workflow, thus strengthening internal controls.</li> <li>• As a component of WBENC’s 2021 financial statement audit, WBENC’s auditors will provide internal controls improvement recommendations in the final audit report. The recommendations will be reviewed by management and the Audit Committee and will be implemented accordingly.</li> </ul> |

**GOAL 1: GROWTH - To further the business case for WBE Supplier Diversity**

| 2022 Progress to Goal   |            |  |                          |
|---|------------|--|--------------------------|
| April 2022  |            | September 2022   |                          |
| <ul style="list-style-type: none"> <li>758 regional events hosted by RPOs in 2021 with over 21,186 total attendees</li> <li>Increase in the number of certified WBE &amp; WOSB firms</li> </ul> |            | <ul style="list-style-type: none"> <li>In Q2 2022, the RPOs held 197 events with a total of 5282 attendees.</li> <li>In the 1st half of 2022, RPOs have hosted over 400 events with over 11,000 attendees (11,214).</li> <li>Increase in the number of certified WBE and WOSB firms</li> </ul> |                          |
|   | 12/31/2020 | 12/31/2021   | Growth                   |
| WBE   | 18,103     | 18,151   | .3%                      |
| WOSB  | 6,302      | 8,301  | 32%                      |
|   | 12/31/2021 | 6/30/2022  | Growth since end of 2021 |
| WBE   | 18,151     | 18,530   | 2%                       |
| WOSB  | 8,301      | 8,325  | .2%                      |

**GOAL 2: ENGAGEMENT - To be a catalyst for business opportunities and strategic business relationships among and between key stakeholders**

| 2022 Progress to Goal   |   |
|---|---|
| April 2022  | September 2022  |
| <ul style="list-style-type: none"> <li>WBENC extended an invitation for Regional Corporate Members to sponsor and exhibit at the 2022 National Conference in celebration of WBENC’s 25<sup>th</sup> Anniversary.</li> <li>The 2022 WBENC Pitch Program will be executed at the national and regional level to maximize the number of WBEs participating.</li> <li>WBENC shared program information and branding for RPOs to execute outreach programs Women of Color, Women &amp; Pride and NextGen at the regional level to further increase the pipeline of WBEs into the network and will also support and collaborate on programming moving forward.</li> </ul> | <ul style="list-style-type: none"> <li>GWBC and WBEC ORV served as the Host Councils for the National Conference</li> <li>All 14 RPOs collaborated on a booth for the 2022 National Conference in Atlanta which served as a hub for attendees to learn more about the RPO Network.</li> <li>Staff members from each RPO also attended conference and participated as super-volunteers throughout the week.</li> </ul> |

**GOAL 3: OPERATIONAL EXCELLENCE - To collaborate with WBENC in evaluating and proposing changes to the RPO Service Agreement and Allocations Methodology.**

| <b>2022 Progress to Goal</b>   |  |
|--|--|
| <b>April 2022</b>  | <b>September 2022</b>  |
| <ul style="list-style-type: none"> <li>The Leadership Council met for an in-person working meeting March 10-11<sup>th</sup> in New Orleans, LA to begin work on the 2023 Service Agreement and Allocation Model that will go into effect in 2023. Excellent progress was made towards the 2023 Service Agreement and the RPO Proposed Goals and new Allocation Model was unanimously approved.</li> <li>Another meeting is scheduled in August to continue work on the 2023 Service Agreement with a focus on governance.</li> </ul> | <ul style="list-style-type: none"> <li>The Leadership Council met again in August for an in-person working meeting in Las Vegas, NV to continue work on the 2023 Service Agreement. A full review of the Service Agreement was completed, and input will be incorporate din the 2023 version of the agreement.</li> <li>The group will meet again one final time in Seattle, WA 9/15/22-9/16/22 for a final review of the updated 2023 Service Agreement as well as other agenda items.</li> </ul> |

**GOAL 4: GOVERNANCE - Maintain Leadership Council Governance and Compliance to WBENC Agreement**

| <b>2022 Progress to Goal</b>  |   |
|---|---|
| <b>April 2022</b>   | <b>September 2022</b>   |
| <ul style="list-style-type: none"> <li>Dr. Pamela Williamson, President &amp; CEO of WBEC West, was appointed to the open Leadership Council Board Seat vacated by Debbie Hurst at the end of 2021 due to her retirement.</li> <li>Completed annual documentation and process assessment request, February 2022.</li> </ul> | <ul style="list-style-type: none"> <li>Liz Walsh, President of WBEC East was appointed to the National Certification Committee as a Leadership Council representative.</li> <li>The SBA performed audits of two RPOs for the WOSB Certification process: WBDC-Midwest on 7/14/22 and WBEC-Greater DMV on 8/16/22. WBENC is awaiting the final report for the audits but expects a favorable outcome.</li> </ul> |

# Women’s Enterprise Forum Report

Women’s Business Enterprise National Council  
 Report to the WBENC Board of Directors  
 September 8, 2022

## GOAL 1: Increase Forum Engagement.

| 2022 Progress to Goal  |  |
|--|--|
| April 2022   | September 2022   |
| <ul style="list-style-type: none"> <li>• Held 2022 Forum Kickoff January 26.</li> <li>• Created Forum Marketing Team Blog Series “WBE Champions: Supporting One Another,” seven blogs planned for 2022.</li> <li>• Forum members participated in the 5 for 25 LinkedIn Challenge and the WBENC Certification Campaign 2022.               <ul style="list-style-type: none"> <li>• “Prepping for Atlanta” will be featured at the next All Forum meeting.</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>• Q2 All Forum meeting held May 11 – Focus was on the June Conference, including an overview and best practices for conference preparation.</li> <li>• Marketing Team WBE Champions Blog Series launched in May with “In the Beginning,” July’s Blog was WBE Champions: Recruiters and featured Billie Bryant Shultz, President, and CEO of CESCO.</li> <li>• 96 Forum members attended the 2022 WBENC Conference.</li> </ul> |

## GOAL 2: Building Personal and Professional Capacity through Education & Programming.

| 2022 Progress to Goal   |  |
|---|--|
| April 2022  | September 2022   |
| <ul style="list-style-type: none"> <li>• Finalized 2022 Forum Team focus topics:               <ul style="list-style-type: none"> <li>○ Marketing – Doing Business in the New Normal.</li> <li>○ Global – Unleash Your Business Success.</li> <li>○ Domestic – Leveraging the WBENC Network.</li> <li>○ Engagement – Conference roundtable topic activation &amp; Nurture Campaigns During Off-Times.</li> <li>○ Government - U.S. Federal Government Infrastructure Bill.</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>• The Q2 Global Team call provided an opportunity for WBE’s to discuss the impact of the Ukraine war on their business and the team selected Growth, Labor, and Supply Chain as future topic areas.</li> <li>• The Q2 Marketing Team call provided insights on Cybersecurity.</li> <li>• The Q2 Government Team call included a discussion on government infrastructure initiatives.</li> <li>• The Q2 Domestic Team call featured Hannah Kain, Forum 2<sup>nd</sup> Vice Chair and CEO ALOM, speaking on “Leveraging the Network: How to Secure Contracts.”</li> <li>• The Engagement Team hosted the Forum Roundtable discussions on “Stages of Your Business,” at the WBENC Conference.</li> </ul> |

**GOAL 3: Enhance Governance and Communications.**

**2022 Progress to Goal**

| April 2022  | September 2022   |
|---|--|
| <ul style="list-style-type: none"> <li>• WBENC Listens “RPO Series” concluded in Q1 2022 with 6 sessions including CWE, WBEC Pacific, WBDC MW, WBEC FL, GWBC, WBEC West, sessions were well received with strong engagement from national and regional Forums.</li> <li>• Transitioning to Forum “Listen and Connect Series,” starting in April 2022.</li> <li>• Welcomed new leadership for Domestic and Global teams:               <ul style="list-style-type: none"> <li>○ Domestic Team - Lilian Radke, Molly Zraik, and Tammy Cohen.</li> <li>○ Global Team - Kelly Kolar, Rashmi Chaturvedi, and Pamela Kan.</li> </ul> </li> <li>• Thank you to outgoing leaders Joan LaGrasse (Domestic) and Imelda Alejandrino (Global).</li> </ul> | <ul style="list-style-type: none"> <li>• Listen and Connect sessions held in April and May, next one is July 21<sup>st</sup>. This is an opportunity for Forum members to connect in an informal setting to discuss issues impacting their businesses.</li> <li>• In Q3 RPO leaders will nominate new Forum members for 2023.</li> </ul> |

# Corporate Membership & Retention Report

Women's Business Enterprise National Council  
Report to the WBENC Board of Directors  
September 8, 2022

**GOAL 1: Value Proposition & Retention: Maintain Retention of Existing Members and Maintain 450+ Members Overall, continue to offer current and relevant benefits to National Members, and work with Programs team to achieve.**

| 2022 Progress to Goal   |  |
|---|--|
| April 2022  | September 2022   |
| <ul style="list-style-type: none"> <li>• <b>\$5,176,900 2022 Renewals Invoiced Commitments, 98.2% Retention</b><br/>*This time LY: \$4,250,750. 2021 Renewals invoiced, 95% Retention.<br/>*Which aligned with past years. <b>*This is an increase of \$926,150 and the highest retention rate we have ever achieved this early in the year.</b></li> <li>• <b>\$5,968,525 Total 2022 Membership Invoiced Commitments, 474 Members.</b> *Here are our numbers from this time LY: \$4,790,500. Total 2021 Membership invoiced, 374 Members Total. <b>*These are the highest numbers WBENC has ever achieved at this time. We will hit \$6M this year.</b></li> </ul> | <ul style="list-style-type: none"> <li>• <b>\$5,310,400 Renewals Invoiced Commitments, 101% Retention Funding</b> (95% total Members) to date <i>*We hit our 2022 Membership Goal with Retention Funding alone.</i></li> <li>• <b>\$6,255,400 Total 2022 All Membership Invoiced Commitments, 501 Members to date</b></li> </ul> |

**GOAL 2: Strategic Increase of Membership: Acquire New & Rejoining Members that align with current programs and service offerings from an industry-based perspective. \*We hope to hit 100 New Members this year and break the 500 Total Member mark.**

| 2022 Progress to Goal   |  |
|---|--|
| April 2022  | September 2022   |
| <ul style="list-style-type: none"> <li>• <b>75 New Members, \$755,125 2022 New Member Funding</b> *This time LY: 51 New Members, \$539,750 2021 New Member Funding. <b>*These are the highest numbers WBENC has ever achieved at this time of year. We have welcomed over 200 New Members since 2020! This momentum is not slowing down, so we are ramping up in delivery.</b></li> </ul> | <ul style="list-style-type: none"> <li>• <b>102 New Members, \$945,000 New Member Funding to date</b></li> </ul> |



**GOAL 3: Fund Diversification & Development: Increase Engagement of Members through all WBENC Sponsorships, with a focus on funds from departments outside of supplier diversity.**

| <b>2022 Progress to Goal</b>   |   |
|--|---|
| <b>April 2022</b>  | <b>September 2022</b>   |
| <ul style="list-style-type: none"> <li>• <b>2022 Program Funding Commitments: \$1,879,852.</b></li> <li>• <b>2022 National Conference Sponsorships to date: \$2,602,499 <i>*This number is reflective of where we were prior to the pandemic.</i></b><br/> <b>TOTAL Sponsorship Funding: \$4,482,351.</b></li> </ul> | <ul style="list-style-type: none"> <li>• <b>2022 Program Funding Commitments: \$2,746,152</b></li> <li>• <b>2022 National Conference Sponsorships to date: \$3,117,499</b><br/> <b>TOTAL 2022 Sponsorship Funding to date: \$5,863,651</b><br/> <b>(This amount is restricted and unrestricted funding.)</b></li> </ul> |

# Marketing & Programs Committee Report

Women’s Business Enterprise National Council  
 Report to the WBENC Board of Directors  
 September 8, 2022

**GOAL 1: Merge the existing Marketing and U.S. Programs Committees into the consolidated Marketing & Programs Committee**

- a) Streamline decision making and strategic choices into one committee with an eye towards our brand, our content, and our image.
- b) Create a strong, engaged, accountable committee of corporates, RPOs and WBEs that operates via a sub-committee structure.
- c) Renew our action plan/goals to drive accountability and tracking of successes/failures.

| 2022 Progress to Goal  |   |
|--|---|
| April 2022   | September 2022  |
| <ul style="list-style-type: none"> <li>• Continuing to identify and recruit additional corporate member representatives to serve on the committee and sub-committees.</li> </ul> | <ul style="list-style-type: none"> <li>• Work in progress on identifying additional corporate member representatives</li> </ul> |

**GOAL 2: Build WBENC Brand Equity, Image and Exposure with Corporate Executives and Non-Supplier Diversity Stakeholders**

- a) Build a robust connection with C-Suite level executives (CEO, CMO, others), ERGs, and Public/External Relations.
- b) Create a toolkit with a clear call to action to increase two-way engagement with measurable results to influence these executives/groups.

| 2022 Progress to Goal  |   |
|--|---|
| April 2022   | September 2022  |
| <ul style="list-style-type: none"> <li>• Key message matrix final review; ready for distribution for next committee meeting.</li> <li>• Discussed various uses of the matrix and the certification campaign as well as tracking of use.</li> <li>• National Conference media kit distributed.</li> </ul> | <ul style="list-style-type: none"> <li>• Reviewed and reinforced key message matrix Intended to be a great tool to use for promoting conference, certification, and WBENC</li> <li>• Very handy tool for internal teams as well</li> <li>• Reviewed National Conference Media kit</li> <li>• Did overall review of National Conference</li> </ul> |

**GOAL 3: Create a synchronized, World Class Programs Strategy**

- a. Develop a holistic programs curriculum that ties together national events and corporate partnerships ensuring common branding (“Powered by WBENC”), consistency of approach, and digital connection hub of opportunities.

| 2022 Progress to Goal   |   |
|---|---|
| April 2022  | September 2022  |
| <ul style="list-style-type: none"> <li>• No updates in Q1.</li> </ul> | <ul style="list-style-type: none"> <li>• Subcommittee leadership has a meeting set for 9/14/22 to discuss direction for the group and a full subcommittee meeting will be set in Q4.</li> </ul> |

WBENC By-laws Reference: Article V, Section 5.2

# Global Committee Report

Women’s Business Enterprise National Council  
Report to the WBENC Board of Directors  
September 8, 2022

**GOAL 1: Support WBE’s interested in going, or expanding globally, with education and experience from WBE’s, Member Corporations, and external experts.**

| 2022 Progress to Goal   |   |
|---|---|
| April 2022  | September 2022  |
| <ul style="list-style-type: none"> <li>Global Forum Team hosting Unleash Your Business Success,” CEO Roundtables using the CARS** method to conduct interactive workshops on May 18, Sept 28, Dec 1 **Challenges, Actions, Results, Solutions.</li> </ul> | <ul style="list-style-type: none"> <li>Global Forum Team hosted a session sharing the impact of the Ukraine war on WBE businesses.</li> </ul> |

**GOAL 2: Continue to obtain feedback from WBENC Corporate Members regarding their evolving individual purchasing requirements outside of the U.S. This will include areas such as geographic preference, commodities/services to be procured, how they define a successful supplier, etc.**

| 2022 Progress to Goal  |   |
|--|---|
| April 2022   | September 2022  |
| <ul style="list-style-type: none"> <li>The committee will focus on this effort in Q3 2022 using results from 2021 RPO survey.</li> </ul> | <ul style="list-style-type: none"> <li>Global Committee leadership is in transition, next meeting expected in September.</li> </ul> |

**GOAL 3: Continue to communicate with and educate WBEs and Corporations on the opportunities available through the strategic alliance between WBENC Global Services Committee and WEConnect International.**

| 2022 Progress to Goal   |  |
|---|--|
| April 2022  | September 2022   |
| <ul style="list-style-type: none"> <li>Planning for Global Trade area engagement at WBENC June 2022 Conference is in process with UPS, Global Services Committee, and WEConnect. Multiple activations include Ted-talk style presentations, panels, and hosted table topics.</li> </ul> | <ul style="list-style-type: none"> <li>The WBENC Conference Global Trade programming in partnership with UPS and WEConnect was well-received. Session included:               <ul style="list-style-type: none"> <li>Global Trade and Sustainability: A Great Match</li> <li>Resources Available from Federal and State Governments</li> <li>Broken Value Chains and Global Opportunities</li> <li>Going Global as a WBENC-Certified Women-Owned Business</li> <li>Roundtable - Guidance on Global Supplier Diversity &amp; Inclusion</li> </ul> </li> </ul> |

# National Certification Committee Report

Women’s Business Enterprise National Council  
 Report to the WBENC Board of Directors  
 September 8, 2022

**GOAL 1: Continue to evaluate and make recommendations for the WBENC Standards and Procedures and ensure alignment with the WBENC Roadmap to Growth & Sustainability.**

| 2022 Progress to Goal  |  |
|--|--|
| April 2022   | September 2022   |
| <ul style="list-style-type: none"> <li>Distributed survey associated with the Future of Certification to corporate Board members and received 50% response rate resulting the recommendation for WBENC to proceed with developing a Women Controlled Enterprise (WCE) designation.</li> <li>WBENC Standards Review subcommittee commenced their detailed review of the WBENC Standards with proposed completion of Q3 2022.</li> <li>Finalized the July 1, 2022, implementation date of the updated Virtual Site Visit policy to reinstate in person site visits, in certain instances.</li> </ul> | <ul style="list-style-type: none"> <li>WBENC Standards Review subcommittee continued the review of the WBENC Standards with proposed completion of Q3 2022</li> <li>Postponed the implementation of the updated Virtual Site Visit policy, reinstating in person site visits, to January 1, 2023, due to the rise in COVID cases.</li> </ul> |

**GOAL 2: Deliver Women Owned Small Business (WOSB) Certification in accordance with the SBA Federal Contracting Program.**

| 2022 Progress to Goal  |  |
|--|--|
| April 2022   | September 2022   |
| <ul style="list-style-type: none"> <li>Submitted supporting documentation in response to audit of 24 WOSB companies from the SBA WOSB Team in Q1 2022.</li> <li>WBENC has successfully met requirements associated with SBA Third Party Certifier Compliance reviews to date.</li> </ul> | <ul style="list-style-type: none"> <li>Coordinated SBA site visits of two (2) RPOs, WBDDC-Midwest and WBEC Greater DMV, to take place in July and August, respectively.</li> <li>WBENC has successfully met requirements associated with SBA Third Party Certifier Compliance reviews to date</li> </ul> |

**GOAL 3: Review National Certification Files.**

| 2022 Progress to Goal   |  |
|---|--|
| April 2022  | September 2022   |
| <ul style="list-style-type: none"> <li>The NCRC and NCAC supported the processing of the 70 National Certification applications (8 New, 61 recerts) and 7 appeals on a timely basis in 2021.</li> </ul> | <ul style="list-style-type: none"> <li>The NCRC and NCAC supported the processing of the 4 National Certification applications (all recerts) and 2 appeals on a timely basis in Q2 2022</li> </ul> |

**GOAL 4: Deliver Certification and WBENCLink Training.**

**2022 Progress to Goal**

| April 2022   | September 2022  |
|--|---|
| <ul style="list-style-type: none"> <li>• Delivered Certification and WBENCLink Training monthly to WBEs, interested applicants, and Corporate Members.                             <ul style="list-style-type: none"> <li>○ WBENCLink2.0 – WBEs: Trained 362 participants in 2021 &amp; 101 in Q1 2022.</li> <li>○ WBENCLink 2.0 - Corporate Members: Trained 40 participants in 2021 &amp; 25 in Q1 2022.</li> <li>○ Certification Training: Trained 121 volunteers/RPO staff in 2021 and 31 in Q1 2022.</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>• Delivered Certification and WBENCLink Training monthly to WBEs, interested applicants, and Corporate Members                             <ul style="list-style-type: none"> <li>○ WBENCLink2.0 – WBEs: Trained 49 in Q2 2022</li> <li>○ WBENCLink 2.0 - Corporate Members: Trained 34 participants in Q2 2022</li> <li>○ Certification Training: Trained 58 volunteers/RPO staff in Q2 2022</li> </ul> </li> </ul> |

## Executive Committee

### Board Chair

Barbara Kubicki-Hicks  
Chief Procurement Officer  
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### 2nd Vice Chair

VACANT

### Secretary

Farryn Melton  
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### Immediate Past Chair

Theresa Harrison  
Global Environmental Social Governance Services  
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### Treasurer

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### Leadership Council Chair

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### Women's Enterprise Forum Chair

Patricia Massey  
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### Certification Committee Chair

VACANT

### Marketing & Programs Committee Chair

VACANT

### Corporate Membership and Retention Chair

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### Nominating Governance Committee Chair

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**Audit Committee Chair**

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**Global Services & Programs Committee Chair**

*VACANT*

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