



DIVERSITY BUSINESS NEWSLETTER



Diversity Business Quarterly Newsletter

| <http://odeo.ri.gov/>

| Issue # 5, January — March 2018

R.I. Department of Administration | Office of Diversity, Equity and Opportunity

What is NAICS?

(Full Article from Census.gov)

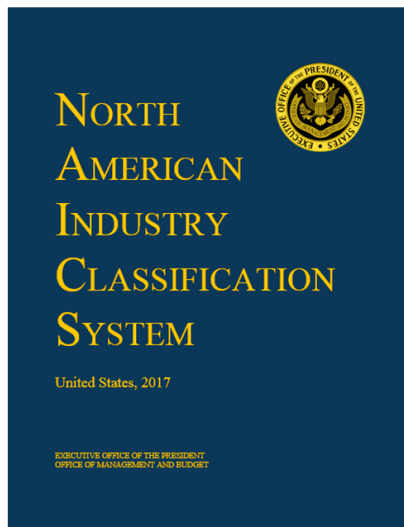
The North American Industry Classification System (NAICS) is the standard used by Federal statistical agencies in classifying business establishments for the purpose of collecting, analyzing, and publishing statistical data related to the U.S. business economy.

NAICS was developed under the auspices of the Office of Management and Budget (OMB), and adopted in 1997 to replace the Standard Industrial Classification (SIC) system. It was developed jointly by the U.S. Economic Classification Policy Committee (ECPC), Statistics Canada, and Mexico's Instituto Nacional de Estadística y Geografía, to allow for a high level of comparability in business statistics among the North American countries.

The North American Industry Classification System is unique among industry classifications in that it is constructed within a single conceptual framework. Economic units that have similar production processes are classified in the same industry, and the lines drawn between industries demarcate, to the extent practicable, differences in production processes.

The official U.S. Government Web site below provides the latest information on plans for NAICS revisions, as well as access to various NAICS reference files and tools. Additional information on the background and development of NAICS is available in the History section of this Web site. <https://www.census.gov/eos/www/naics/history/history.html>

Source: https://www.census.gov/eos/www/naics/2017NAICS/2017_NAICS_Manual.pdf



ETHNIC SPOTLIGHT



2018
BLACK HISTORY MONTH



On the commemoration of the Black History Month, the RI Department of Administration's Office of Diversity, Equity and Opportunity (ODEO) pays tribute to the generations of African Americans who struggled with misfortune and fought courageously for their rights and justice.

"Injustice anywhere is a threat to Justice everywhere" —MLK, Jr.—

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- Three Essential Financial Businesses

and more...

***A message from ODEO's
Associate Director
Cheryl A. Burrell***

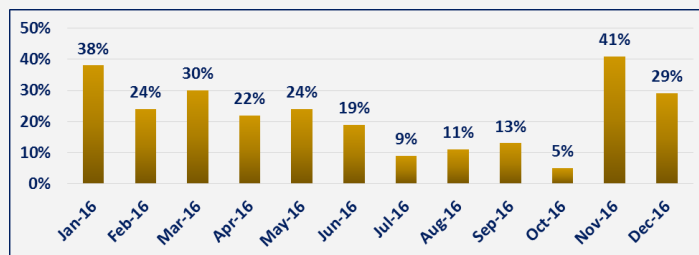


The Office of Diversity, Equity and Opportunity (ODEO) was created by executive order in 2014 and established as a division under RI General Laws § 42-11-2.7 in 2016. ODEO oversees operations within the State Equal Opportunity Office (EOO), the Human Resources Outreach and Diversity Office (HROD), the Minority Business Enterprise Compliance Office (MBECO), and the Supplier Diversity Office (SDO). Our mission is to create and support a diverse and inclusive state government culture that values and reflects the changing demographics of Rhode Island by advancing equitable and fair opportunities for all Rhode Island citizens to be employed by and/or do business with the State of Rhode Island.

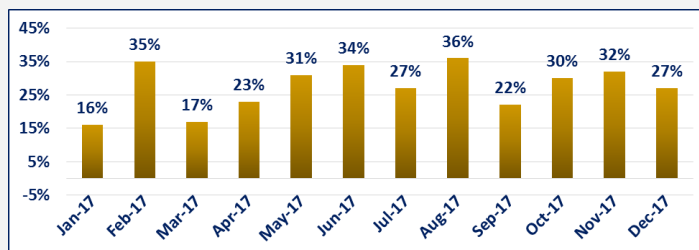
Over the last few years, our team has engaged in several activities that have led to significant progress toward the achievement of our goals. Activities have included the development of a strategic action plan for the Executive Branch to improve diversity in employment and procurement; a LEAN review of the MBE certification process that led to a decrease in the average processing time of applications from roughly 50 days to 14 days; regulatory changes that created a point system in the RFP process that awards up to six points to the vendor with the highest rate of MBE participation; and, creation of the Supplier Diversity Office, which has worked closely with the MBECO to educate businesses on the certification process and to encourage greater participation in the State's procurement activities. The results of our efforts are as follows:

**DIVERSITY HIRING WITHIN THE EXECUTIVE
BRANCH OF STATE GOVERNMENT:**

In 2016, the average monthly hiring of workers of color was **22%**:

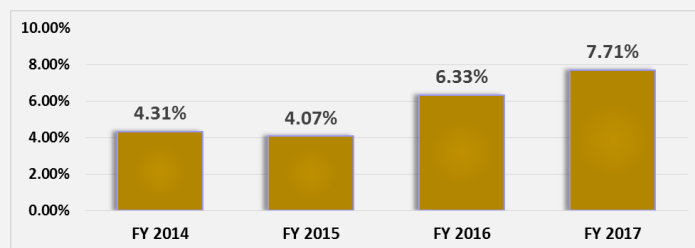


The average monthly hiring of workers of color for 2017 was **28%**, a 6% increase in one year:



**MBE PARTICIPATION IN THE PROCUREMENT
PROCESS:**

In FY 2014, the percentage of MBE participation in the State's procurement activities was roughly 4.3%. By the end of FY 2017, that percentage nearly doubled to 7.7%:



While we are pleased with the progress that has been made to date, we still have much work to be done. We remain committed to our mission and goals, and to ensuring State government is truly fair, equitable, and inclusive of all.

Best,



Cheryl A. Burrell
Associate Director

WORKSHOP



ODEO Held Pre-Certification Workshops at the Cape-Verdean Community Development and the Providence Community Library

The Office of Diversity, Equity & Opportunity (ODEO) held two successful workshops for firms interested in applying for certification as a Minority Business Enterprise (MBE), Women Business Enterprise (WBE) and/or Disadvantaged Business Enterprise (DBE).

The workshops were presented by Dorinda Keene, Assistant Administrator of the Minority Business Enterprise Compliance Office (MBECO), and Elvys Ruiz, Chief of the Supplier Diversity Office. The first workshop took place on December 13, 2017 at the Cape Verdean American Community Development center, in the City of Pawtucket. The second workshop was held at the Providence Community Library on February 15, 2018.

“Whether you have already started working on your application or are trying to determine if MBE/WBE/DBE certification will benefit your business, this workshop is right for you,” stated Dorinda during her presentation.

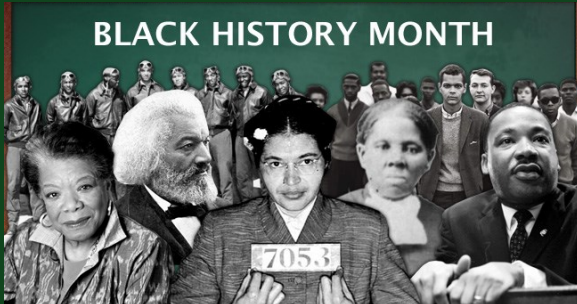
The Supplier Diversity Office and the Minority Business Enterprise Compliance Office (MBECO) host workshops regularly as part of their efforts to enhance the skills and capacities of existing and potential MBE certified firms.



HISPANIC CHAMBER WORKSHOP

RI Department of Administration’s Office of Diversity, Equity and Opportunity staff members: Elvys Ruiz, Chief of the Supplier Diversity Office and Jean M. Heiss, Programming Services Officer for the Disadvantage Business Enterprise Program, attended the “Get Your Business Online with Google” workshop at the Providence Marriott Hotel, organized by the RI Hispanic Chamber of Commerce.

HERITAGE CELEBRATIONS



ODEO CELEBRATES BLACK HISTORY MONTH

On the commemoration of Black History Month, the RI Department of Administration's ODEO pays tribute to the generations of African Americans who struggled with misfortune and fought courageously for their rights and justice.

The Black History Month celebrated in the month of February is an important occasion to reflect on the achievements of the African diaspora and their contributions to the American society of today.

This celebration is possible thanks to Carter G. Woodson, a Harvard-trained historian, and the Association for the Study of Negro Life and History, who established the 2nd week of February to be the national "Negro History Week" in 1926, as a way to bring attention to the public about issues of relevance among black people in America.

The month of February was selected because it coincided with the birthdays of both Abraham Lincoln and Frederick Douglass. But it is due to the Civil Rights Movement that the "Negro History Week" transformed into the Black History Month. Since then, the U.S. Government have recognized this important designation.

Black history is American history. This month was full of activities nationwide and it is an appropriate time for people to learn more about some of the most notable African-Americans and their legacies to future generations.

As Dr. Martin Luther King, Jr. once said:

"Darkness cannot drive out darkness; only light can do that. Hate cannot drive out hate; only love can do that."



**Jeannette Rankin, oil on canvas, Sharon Sprung, 2004.
(Collection of the U.S. House of Representatives)**

(Full article from www.biography.com)

On the occasion of the commemoration of the Women's History Month that will be celebrated in March 2018, we would like to dedicate this column to highlight the achievements of the first woman to become a member of the U.S. Congress, Jeannette Rankin (R-Montana), which last year marked the centennial of her swearing into office in the 65th Congress on April 2, 1917.

Rankin was a pacifist and suffragist who voted against the wars on Germany in 1917 and the war on Japan after the attack on Pearl Harbor in 1941, without fearing political consequences. In fact, as a result of her opposition to the war on Germany, she ruined her reelection bid in 1917.

In 1917 Rankin proposed the formation of a Committee on Woman Suffrage, of which she was appointed leader. In 1918, she addressed the House Floor after the committee issued a report for a constitutional amendment on the women's right to vote:

"How shall we answer the challenge, gentlemen?" Rankin asked. "How shall we explain to them the meaning of democracy if the same Congress that voted to make the world safe for democracy refuses to give this small measure of democracy to the women of our country?"

Jeannette Rankin, after leaving congress, worked on peace and pacifism issues. Rankin died on May 18, 1973, age 92, in Carmel, California.

Post comes from Christine Blackerby, an archives specialist with the Center for Legislative Archives at the National Archives in Washington, DC. <https://www.biography.com/people/jeannette-rankin-9451806>



Diversity Business Enterprise Forum

OFFICE OF DIVERSITY, EQUITY AND OPPORTUNITY (ODEO)



April 17th, 2018

Time: 12:00 to 4:00 p.m.

The Veterans Memorial Auditorium

One Avenue of the Arts Providence, RI 02903

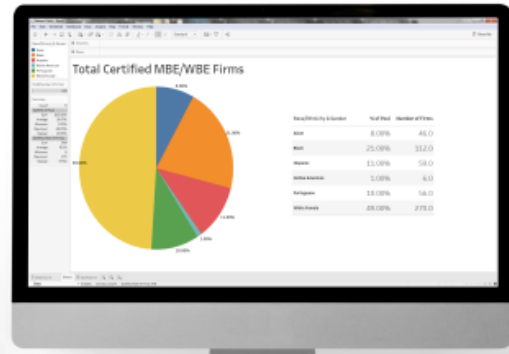
Please join us for the 2nd Annual Diversity Business Enterprise Forum, organized by the Rhode Island Department of Administration's Office of Diversity, Equity and Opportunity (ODEO) and our community partners.

FREE EVENT & OPEN TO THE PUBLIC

STATE GOVERNMENT EMPLOYMENT

MBECO has new Fiscal Year reports for
Minority/Women Business Enterprises

**Click Here to access our online
data dashboard.**



<http://odeo.ri.gov/offices/mbeco/reports/2017.php>

STATE GOVERNMENT PROCUREMENT

State Government Employment
Opportunity Workshops

Looking to learn more
about State Jobs and
the Civil Service Exam
process ?

**Click Here to register for one of
our Workshops!**

<http://odeo.ri.gov/offices/hrod/workshop-registration.php>

ODEO REACHING OUT TO NATIVE AMERICANS



On December 12, 2017 a meeting between members of the Native American Community and ODEO took place at the Tomaquag Museum in Exeter, RI. Representing ODEO were Cheryl Burrell, Associate Director; Elvys Ruiz, Chief of the Supplier Diversity Office (SDO) and Dorinda Keene, Assistant Administrator of the Minority Business Enterprise Compliance Office (MBECO). Representing the Native American Community were Samantha Cullen-Fry, IEN Coordinator at the Tomaquag Museum; Lorén Spears, Executive Director of the Tomaquag Museum and Dinalyn Spears, Natural Resources & Planning Director, Narragansett Indian Tribe.



Three Essential Financial Statements



(Full article from www.MBDA.gov)

Accurately tracking financial data is not only critical for running the day-to-day operations of your small business, but it is also essential when seeking funding from lenders or investors to take your business to the next level.

In addition, keeping tabs on your finances can help ensure your products and services are priced right, identify what your margins are, determine your cash flow and make filing taxes easier.

Here are three basic financial statements that are important to your small business:

Balance sheet: This statement provides an overall financial snapshot of your small business. As an equation, it looks like $\text{liabilities} + \text{owner's equity} = \text{assets}$. The two sides of the equation must balance out.

Profit and loss statement: A profit and loss statement - also referred to as an income statement - enables you to project sales and expenses and typically covers a period of a few months to a year.

Cash flow statement: This statement highlights how much money is coming in to (cash inflows) and going out of (cash outflows) your business. Cash inflows include cash sales, accounts receivable collections, loans, and other investments. Equipment purchased, expenses paid, inventory and other payments are considered cash outflows.

For more information about MBDA, visit <https://www.mbda.gov/news/blog/2018/01/three-essential-financial-statements>



The Diversity Business Newsletter is a quarterly English-Spanish publication of the Office of Diversity, Equity and Opportunity (ODEO).

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Visit us on the web at
www.odeo.ri.gov

Credits

Photos used in this newsletter are a courtesy of the U.S. Small Business Administration, the Minority Business Development Agency | U.S. Department of Commerce, and the Office of Diversity, Equity and Opportunity (ODEO).