OFFICE OF THE UNDER SECRETARY OF DEFENSE

WASHINGTON, D.C. 20301

RESEARCH AND ENGINEERING

16 APR 1980

MEMORANDUM FOR Director, Office of Small and Disadvantaged Business Utilization, Office, Secretary of the Army
Director, Office of Small and Disadvantaged Business Utilization, Office, Secretary of the Navy
Director, Office of Small and Disadvantaged Business Utilization, Office, Secretary of the Air Force
Staff Director, Office of Small and Disadvantaged Business Utilization, Defense Logistics Agency

SUBJECT: Establishment of Area Small Business and Disadvantaged Business Councils

Approximately two years ago, a successful series of four small business and disadvantaged business conference workshops were held throughout the country. While it is not expected that we will have such a series of conference workshops in the immediate future, there is need for a forum or a structured format of organization which would provide for bringing together on a periodic basis small and disadvantaged business specialists and other contracting personnel.

These councils would be organized on the basis of drawing its members from several adjoining states and would meet at a frequency as they may desire to discuss and exchange views regarding small business, disadvantaged business, and labor surplus matters. These councils would elect their own officers and be made up of DoD employees and employees of other Federal agencies desiring membership. Civilian contractor personnel could also join predicated on the desires of the council membership. It is expected that you and we from the Washington level would support these councils by taking action to see that the councils are organized, and by providing support, e.g., arranging for or appearing as a conference speaker, providing latest procurement information, etc.

Accordingly, it is requested you initiate action to have councils organized as per the enclosure. Naturally, changes may be necessary regarding service responsibility, state coverage, and other matters which we are prepared to make.

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I think we should establish a target date by July 1, 1980 by which time all councils are organized and each council holds a meeting during the July - September time frame.

Please do not hesitate to contact me should you desire additional information. I would appreciate a written progress report on June 5, 1980.

HAL C. FELSHER
Director, Small Business
and Economic Utilization Policy

Enclosure
a/s

AREA SMALL BUSINESS AND DISADVANTAGED BUSINESS COUNCILS

Northeast Chapter Maine, New Hampshire, Vermont, Massachusetts, Rhode Island, Connecticut	DLA ~~Air Force~~
Mid-Atlantic Chapter New York, New Jersey, Pennsylvania, Delaware	Defense Logistics Agency
Washington, D. C., Chapter Maryland, Washington, D.C., Northern Virginia	Navy
Richmond - Tidewater Chapter Southern Virginia, North Carolina	Defense Logistics Agency
Southeast Chapter South Carolina, Georgia, Florida, Alabama, Mississippi, Tennessee	Army
Mid-Central Chapter West Virginia, Ohio, Kentucky, Indiana	~~Defense Logistics Agency~~ AIR FORCE
North Central Chapter Illinois, Wisconsin, Minnesota, Iowa, North Dakota, South Dakota, Missouri, Kansas	Army
Southeast Chapter Oklahoma, Arkansas, Texas, Louisiana	Air Force
Southwest Chapter New Mexico, Arizona, Colorado, Utah, Nevada	Army
Southern California Chapter Los Angeles - Long Beach, Riverside - San Bernardino- Ontario, San Diego	Navy
San Francisco Chapter San Francisco, San Jose, Sacramento, Hawaii	Air Force
Northwest Chapter Oregon, Washington, Idaho, Montana, Wyoming, Alaska	Army

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MEMORANDUM FOR Director, Small and Disadvantaged Business Utilization, Office, Secretary of the Army
Director, Small and Disadvantaged Business Utilization, Office, Secretary of the Navy
Director, Small and Disadvantaged Business Utilization, Office, Secretary of the Air Force
Director, Small and Disadvantaged Business Utilization, Defense Logistics Agency

SUBJECT: Area Small Business Councils

The Department of Defense Area Small Business Councils were established as per Enclosure 1.

Our observations to date indicate that some councils are much more active than others. However, this office has not been receiving reports of meetings held by these councils as was requested by Enclosure 1. In this regard, please provide this office by April 15, 1982 a report in accordance with Enclosure 2 on each council for which you have oversight responsibility. Upon receipt of this information, I plan on discussing the operation of these councils with the Deputy Secretary of Defense.

These Area Small Business Councils provide a valuable service to the Department of Defense by providing information and recommendations as to how we should provide for additions or changes to the Defense Acquisition Regulation to better enhance the opportunities for small business and small disadvantaged firms to compete for a larger share of our requirements for products and services.

It is requested that you take whatever action is necessary, be it a policy letter and/or personally contacting the appropriate commanders, to obtain their support in assuring that their Small and Disadvantaged Business Specialists are able to attend future meetings of their Area Small Business Councils. Consideration should also be given to having the commanders speak at one of the meetings of these councils.

Please contact me if I can be of any assistance in improving the organization and operation of these councils.

Norma B. Leftwich

NORMA B. LEFTWICH
Director, Office of Small and Disadvantaged Business Utilization

Enclosures

Report of Area Small Business Councils

Council Chapter Designation

Council Chapter President

Number of Members

Dates of meetings held during calendar year 1981 and number of personnel attending

If available, dates of proposed meetings during calendar year 1982

Any Council problems or request for assistance.

Enclosure 2

ORIGINALLY AUTHORIZED AREA SMALL BUSINESS COUNCILS

AREA SMALL BUSINESS COUNCILS	STATES INCLUDED	SPONSOR
1. Northeast Chapter	ME, NH, VT, MA, RI, CT	USAF
2. Mid-Atlantic Chapter	NY, NJ, PA, DE	DLA
3. Washington, D.C. Chapter	MD, DC, Northern VA	USN
4. Richmond-Tidewater Chapter	NC and Southern VA	DLA
5. Southeast Chapter	SC, GA, FL, AL, MS, TN	USAF
6. Mid-Central Chapter	WV, OH, KY, IN	DLA
7. North Central Chapter	IA, IL, MN, ND, SD MI, NE, KS, MO, WI	USA
8. South Central Chapter	OK, AR, TX, LA	USAF
9. Southwest Chapter	NM, AZ, CO, UT, NV	USA
10. Southern California Chapter	Los Angeles area and South	USN
11. San Francisco Chapter	San Francisco area and North plus HI	USAF
12. Northwest Chapter	OR, WA, ID, MT, WY and AK	USA

REMARKS: MI and NE were originally omitted and added to the NC Chapter

USN: 2 USA: 3
USAF: 4 DLA: 3

ENCLOSURE 1

ORIGINALLY AUTHORIZED AREA SMALL BUSINESS COUNCILS

AREA SMALL BUSINESS COUNCILS	STATES INCLUDED	SPONSOR
1. Northeast Chapter	ME, NH, VT, MA, RI, CT	USAF
2. Mid-Atlantic Chapter	NY, NJ, PA, DE	DLA
3. Washington, D.C. Chapter	MD, DC, Northern VA	USN
4. Piedmont-Tidewater Chapter	NC and Southern VA	DLA
5. Southeast Chapter	SC, GA, FL, AL, MS, TN	USAF
6. Mid-Central Chapter	WV, OH, KY, IN	DLA
7. North Central Chapter	IA, IL, MN, ND, SD, WI, NE, KS, MO, MI	USA
8. South Central Chapter	OK, AR, TX, LA	USAF
9. Southwest Chapter	NM, AZ, CO, UT, NV	USA
10. Southern California Chapter	Los Angeles area and South	USN
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ENCLOSURE #2