



Plan Contact: Jana Greer, Administrative Officer

Goal for FY24: 4.34%

# Washington State Public Disclosure Commission Business Diversity Spending Goal Plan FY24 - [Governor's Supplier](#)

## [Diversity Subcabinet approved best practices](#)

**Summary Statement:** The Public Disclosure Commission is a small independent agency with 35 fulltime staff members. There are five volunteer commission members who meet onetime per month on a regular basis. All staff work either remotely or on a hybrid schedule.

The PDC currently uses the tools and resources set in place by the Department of Enterprise Services Small Agency Services (DES), the Office of Minority and Women's Business Enterprises (OMWBE) and the Department of Veteran Affairs (DVA) for all purchasing inquiries and needs.

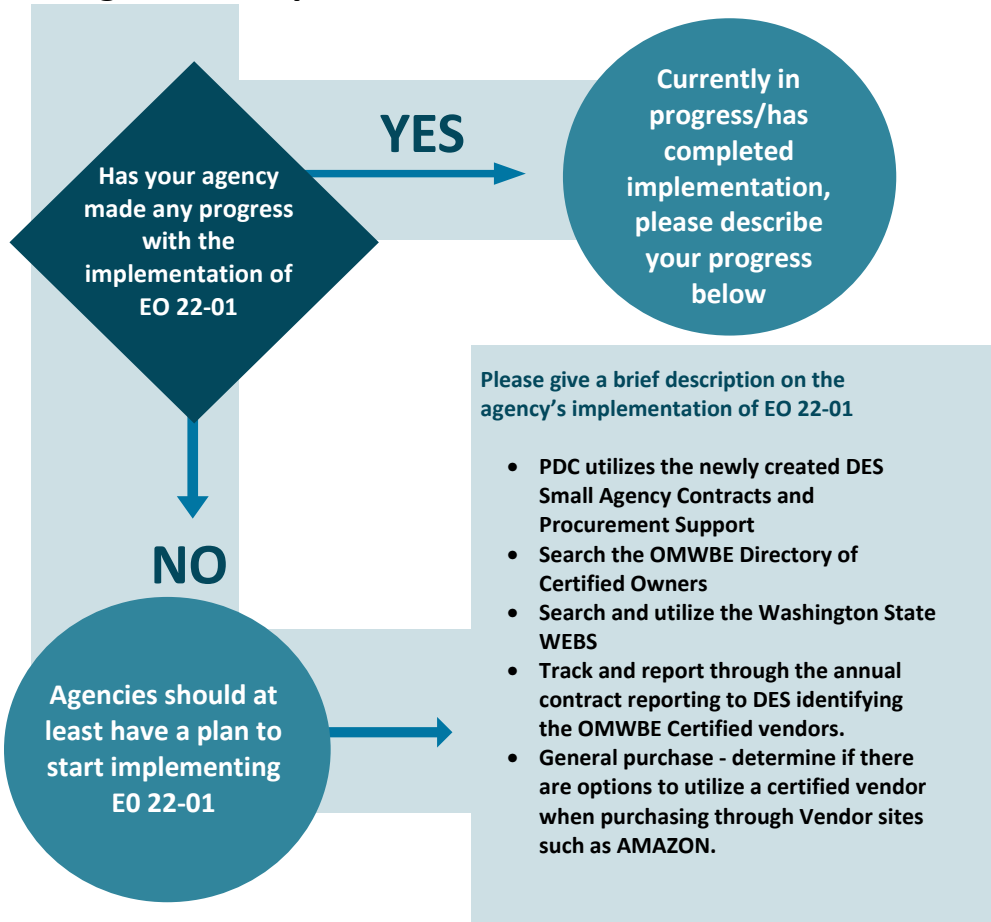
### Steps your agency has completed to prepare for forecasting and steps remaining:

- The PDC Executive team members, along with the assigned DES Budget Analyst, conducts an end of FY review to examine the purchasing and expenditure needs for both renewals and future expenditures.
- Weekly Executive Team meetings allow for the ongoing discussion of purchasing needs for PDC divisions the agency as a whole.
- PDC Administration performs tracking of all contacts/purchases throughout the FY to assist with decision making for upcoming FY expenditure planning. Tracking includes OMWBE certified vendors.

### How are supplier diversity efforts managed within your agency:

- Weekly Executive team meetings allow for the ongoing discussion of purchasing needs for the agency.
- PDC administration performs tracking of all contacts and purchases throughout the FY to assist with decision making for upcoming FY expenditure planning. Tracking does include any OMWBE certified vendors.
- PDC administration provides OMWBE vendors who are not certified the information regarding certification through the state.

## Progress to Implement EO 22-01:



## Outreach to OMWBE Certified Businesses:

