



**Memorandum of Cooperation Agreement  
Between  
Texas Association of African American  
Chambers of Commerce (TAAACC)  
and  
Texas Health and Human Services  
Agencies**

This Memorandum of Cooperation Agreement (Memorandum) is amended and extended to cover the timeframe from March 30, 2017 to March 30, 2019, or until (one or) both parties agree not to (continue or) renew the Memorandum by and between the Texas Association of African American Chambers of Commerce (TAAACC), an outreach affiliate and the Health and Human Services Agencies (i.e., Department of Aging and Disability Services, Department of Family and Protective Services, Department of State Health Services, and Health and Human Services Commission), for the purpose of creating a relationship that will encourage and assist the development of participation by Historically Underutilized Businesses (HUBs) in contracting opportunities within the State of Texas. TAAACC and Texas Health and Human Services Agencies will cooperate in the dissemination of information regarding purchasing procedures and procurement opportunities extended to HUB vendors in an attempt to increase the level of HUB contractual agreements. WHEREAS, Texas Health and Human Services Agencies and TAAACC enter into this Memorandum effective March 30, 2017.

NOW THEREFORE, Texas Health and Human Services Agencies and TAAACC agree to the following:

**Outreach Initiatives:**

- 1.) TAAACC will solicit its respective member chambers in an effort to identify and develop a listing of African American businesses that are HUB certified and qualify as HUB firms but are not currently certified by the state. TAAACC will encourage these African American business firms to obtain HUB certification.

- 2.) Once these lists are compiled they will be submitted to the Health and Human Services Commission. The Health and Human Services Commission on behalf of the HHS Agencies will communicate electronically with TAAACC to relay purchasing and HUB vendor information that could be used to help improve HUB participation.
- 3.) Texas Health and Human Services Agencies, through the Comptroller's Office, will assist TAAACC members to become certified HUB firms. The Health and Human Services Commission on behalf of the HHS Agencies will make electronic contact with TAAACC, advising TAAACC of existing or potential opportunities; and will provide information and presentations to TAAACC regarding Texas Health and Human Services Agencies HUB program and the bidding process to maximize their opportunity to do business with the state.
- 4.) TAAACC will promote this initiative by providing ongoing advocacy, publicizing success stories and serving as point of contact for their member chambers. TAAACC will work with the Health and Human Services Commission on suggestions and recommendations for improving the process. As a sign of good faith and to serve as role models, TAAACC will request that their executive officers (where applicable) go through the HUB certification process.
- 5.) The Health and Human Services Agencies will provide to TAAACC, upon request, bid award information, in accordance with Texas Health and Human Services Agencies rules and procedures.
- 6.) The Health and Human Services Agencies will identify representatives/staff to confer with and (if and when appropriate) serve as resources for TAAACC Economic Development Committee related to ongoing HUB Program issues.
- 7.) The Health and Human Services Agencies will provide TAAACC information concerning HUB forums.
- 8.) The Health and Human Services Agencies will provide TAAACC with a roster of procurement contacts (resource guide).
- 9.) The Health and Human Services Agencies will participate in chamber-related functions throughout the state in accordance with its strategies and budget allocation.
- 10.) The Health and Human Services Agencies will provide after business hours workshops through TAAACC chamber members on "How to do Business with Texas Health and Human Services Agencies".

- 11.) TAAACC will encourage HUB certified members to conduct more business with Texas Health and Human Services Agencies.
- 12.) The Health and Human Services Agencies and TAAACC will discuss the development of measurable goals that will assist both entities in improving HUB participation.

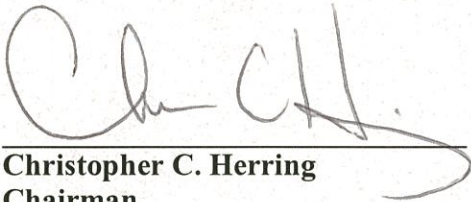
**Education of Businesses:**

The Health and Human Services Agencies staff will continue to provide education to TAAACC chambers regarding business opportunities and how to access them at chamber functions, quarterly board meetings and annual conventions.

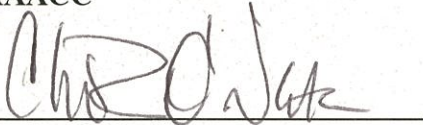
**Report of Memorandum of Cooperation Agreement:**

Texas Health and Human Services Commission on behalf of the HHS Agencies will develop an annual report, to be distributed, which includes summaries of the activities and accomplishments of this Memorandum.

**TAAACC**  
**Texas Association of African**  
**American Chambers of Commerce**



**Christopher C. Herring**  
**Chairman**  
**TAAACC**



**Charles O'Neal**  
**President**  
**TAAACC**

**Health and Human Services Commission**  
**and Health and Human Services Agencies**



**Charles Smith**  
**Executive Commissioner**  
**Texas Health and Human Services**

**March 30, 2017**