

# CHARLES COUNTY GOVERNMENT

Charles County Government - Department of Fiscal and Administrative Services - Purchasing Division  
P.O. Box 2150 - 200 Baltimore Street - La Plata, MD 20646 - 301-645-0656

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## *Draft Agenda*

### SMALL LOCAL BUSINESS ENTERPRISE (SLBE) PROGRAM SEMINAR AND NETWORKING

*Thursday, April 24, 2014 – 9:30 A.M. – 2:00 P.M.*

*Charles County Government Building – Commissioners' Meeting Room*

*Networking and Refreshments 9:30 A.M. – 10:00 A.M.*

#### *Welcome and Opening Remarks*

Fred Shroyer, Chief of Purchasing  
Charles County Government Department of Fiscal and Administrative Services

#### *Guest Speaker*

Jorge Austrich, Director of Business Programs  
Maryland Department of General Services

#### *Resource Providers to Help Grow Your Business*

Bill Hitte, Business Consultant and Acting Regional Director  
Maryland Small Business & Technology Development Center (SBTDC), Southern Region

Marcia Keeth, Business Development Manager for Retention and Expansion  
Charles County Government Department of Economic Development

Mary Lee Kolich, Procurement Specialist  
Procurement Technical Assistance Program (PTAP)

Angela Singleton, RBI<sup>2</sup> Business Mentor  
Maryland Technology Development Corporation (TEDCO) Southern Region

#### *Overview of the SLBE Legislation*

Lucinia Mundy, Purchasing Programs Outreach Administrator  
Charles County Government Department of Fiscal and Administrative Services

#### *Questions and Answers*

#### *Tips on Responding to Charles County Government Request For Proposal (RFP) and Invitation To Bid (ITB)*

Shanna Reese, Assistant Chief of Purchasing  
Charles County Government Department of Fiscal and Administrative Services

## **Luncheon**

**Sponsored by the Governor's Office of Minority Affairs**

"Accessing Capital Through Relationships"

Presented by **Wells Fargo**