



TEXAS
JUVENILE JUSTICE
DEPARTMENT

TRANSFORMING YOUNG LIVES AND CREATING SAFER COMMUNITIES

Supplemental Letter for Fiscal Year 2021 Semi-Annual HUB Report for Agency 644

The Texas Juvenile Justice Department (TJJJ) recognizes the importance of the Historically Underutilized Business (HUB) Program. TJJJ is committed to providing the maximum opportunity to Historically Underutilized Business through a good faith effort of effectively promoting economic opportunities to HUB businesses. TJJJ is pleased to report the following activities that demonstrate our good faith effort for the period September 1, 2020 – February 28, 2021.

- Active member of the *HUB Discussion Workgroup* and *SACC/Purchasing Subcommittee*, actively participating in the ongoing monthly meetings, gaining knowledge of HUB rules, following pending legislative changes, HUB events, and dissemination HUB information designed to increase HUB opportunity and participation.
- Participated as an exhibitor at the Houston Minority Supplier Development Council Business Expo and Spot Bid Fair (HMSDC) UB Forum held virtually on November 18-19, 2020. The HUB Program Coordinator made contact with HUB vendors and provided them information on how to do business with TJJJ.
- The agency continues to assist in the development of a HUB reporting tools in CAPPS that will allow more accurate tracking and reporting of HUB information for semi-annual and annual reporting.
- The Agency prepares and distributes information on procurement procedures to HUBs in a manner that encourages participation in state contracts by all businesses.
- Meets with and provides direct, hands on, guidance to interested HUBs seeking information regarding opportunities with TJJJ. For HUBs wanting additional assistance, we provide one-on-one information sessions related to participation in other statewide opportunities for HUB businesses.

The Texas Juvenile Justice Department supports the State of Texas HUB Program and will continue to be proactive in increasing HUB participation through good faith efforts. Should questions arise relating to this information, please contact Sheree Case, HUB Program Coordinator, [at \(940\) 641-0930](tel:9406410930) or email sheree.case@tjjd.texas.gov.

Sheree Case HUB Program Coordinator

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