

Calvin Mitchell, Director, Office of Small and Disadvantaged Business Utilization (OSDBU), U.S. Department of Education

In 2020, Calvin J. Mitchell Jr. joined the U.S. Department of Education leadership team as the Acting Director of the Office of Small and Disadvantaged Business Utilization (OSDBU). In 2021, Mr. Mitchell transitioned to Director of OSDBU. As Director, Mr. Mitchell provides executive leadership and policy direction for developing and implementing policies and initiatives throughout the Department to ensure that all socioeconomic categories of small business are afforded opportunities to compete for contracts. Prior to the Acting OSDBU, Mr. Mitchell was the Deputy Director of Contracts and Acquisitions Management (CAM). As CAM Deputy Director, in the Office of the Chief Financial Officer, he was responsible for overseeing the work of four contracting divisions that provide operational procurement services to the Department of Education. Prior to joining the Department, Mitchell served as the Branch Chief of the Accounts Management Division at the General Services Administration. Mitchell led the organization toward meeting the Government-wide strategic goals to support all 24 CFO Act agency vision, mission, and strategic goals. Separately, Mr. Mitchell served as a Congressional Fellow for the U.S. House of Representatives Homeland Security Committee. In this position he served as the Principal Procurement Advisor to Committee leadership and provided guidance and oversight to Members and Committee staff on procurement, small business programs, and related acquisition issues within the Department of Homeland Security. Mr. Mitchell has also held leadership positions at the U.S Army Corps of Engineers

Jennifer Thabet, Program Director, DARPA, Small Business Programs Office

Ms. Jennifer Thabet is an experienced program manager with an extensive background supporting DARPA and the DoD. Enhancing the ability of the small business community to create and transition revolutionary technologies that benefit the warfighter, federal government, and commercial marketplace is of paramount importance in Thabet's role of program director, DARPA Small Business Programs Office (SBPO). She is focused on creating an environment that considers small business concerns a primary source of innovative solutions and advancing small business relationships and training opportunities within the DoD and other federal agencies.

Prior to joining SBPO, Thabet spent more than 13 years with Booz Allen Hamilton supporting DARPA and the DoD by providing program and project management for complex government contracts with a focus on project and financial management. She has specialized expertise in contract negotiations, business process improvements, and small business relations and risk management. Her experience includes work in multiple DARPA Technical Offices where she supported all aspects of the DARPA programmatic lifecycle from program concept to transition. Her background also includes work in DARPA support offices, including the Director's Office (DIRO) and the Mission Services Office (MSO), where she served as the contract program manager for DARPA's largest and most complex support contract. Prior to her time at DARPA, Thabet spent time as an attorney, specializing in contract law and general litigation.

Thabet holds a Bachelor of Arts degree from Washington University in St. Louis, a Juris Doctorate degree from The George Washington University School of Law, and a Project Management Professional (PMP) Certification from the Project Management Institute.

Ron Saville, Policy Chief and Senior Procurement Analyst, Office of Small Business Programs, Department of the Air Force

In October 2020, Mr. Saville was promoted to Senior Procurement Analyst with the Department of the Air Force Office of Small Business Programs (SAF/SB) where he is the Policy Chief for USAF and USSF Small Business. His latest achievement was drafting Headquarters Air Force Mission Directive 1-30, Director, Small Business Programs, obtaining the Acting SecAF signature on the document, and managing its publication. His ongoing project is updating Air Force Instruction 90-1801 and Air Force Policy Directive 90-18, Small Business Programs.

Mr. Saville started his Air Force civilian career as a COPPER CAP Outstanding Scholar intern in Contracting. During his four years on the program, he worked in Depot Maintenance at Robins AFB, GA. Of those years as an intern, he spent nearly two of them in Special Ops Contracting working on the Gunship team. He also earned two Master's degrees, one in Administration/Logistics Management and another in Logistics Systems. Upon graduating the COPPER CAP program, he went to Hanscom AFB, MA where he worked as a Contract Specialist on the U.S. team of the AWACS Contracting office. Later he would work on a large Foreign Military Sales (FMS) program, before he was promoted to Contracting Officer (CO) with an unlimited warrant. He was the CO on an Interim Contractor Support effort for the Battle Control System Fixed program, a major automated information system. The last effort he worked at Hanscom was the Three-Dimensional Expeditionary Long Range Radar (3DELRR), a major defense acquisition program. Upon RFP release he was off to Air Command and Staff College where he received his third Master's in Military Operational Art & Science. From there he went to the Air Force Nuclear Weapons Center (AFNWC) at Kirtland AFB, NM where he worked a number of Advisory & Assistance Services (A&AS) and Systems efforts. In 2016, after a little over 21 years of Air Force acquisition, he became the Contracting Resource Manager and Subject Matter Expert for the Directorate, as well as the Director of Small Business Programs. In 2019, he was made the Center Small Business Director full-time. His duties also included work as the AFNWC Services Acquisition Lead supporting the Deputy Program Executive Officer (PEO) for Strategic Systems, the Center Executive Director, and the Commander. He worked in that position until moving to the Pentagon.

Jayna Marie Rust, Counsel, Thompson Coburn LLP

Jayna Marie Rust advises contractors and other entities regarding their rights and obligations when doing business with (or receiving financial assistance from) the Federal Government. She helps clients recover money owed under Federal contracts, protest problematic contract awards, defend against competitors' protests, and challenge adverse agency actions. In doing so, she represents them before agencies, the Government Accountability Office (GAO), Boards of Contract Appeals, the U.S. Court of Federal Claims, and the U.S. Court of Appeals for the Federal Circuit, as necessary. She counsels clients on contract- and grant-administration matters, including analyzing and negotiating subcontractor and subrecipient agreements, teaming agreements, joint-venture agreements, and mentor-protégé agreements. She also assists clients with assessing and complying with employment-related laws and regulations specific to contractors and grant recipients. Additionally, Jayna works with clients to prepare for and close mergers, acquisitions, and other corporate transactions when Government contracts are involved. Jayna is a Counsel at Thompson Coburn LLP and professor of Government Contracts Advocacy at the George Washington University Law School.

Colleen Finnegan, Director, OSDBU, U.S. Department of the Interior

Colleen Finnegan is the Executive Director for the Office of Small and Disadvantaged Business Utilization (OSDBU) at the U.S. Department of the Interior (DOI). She is responsible for oversight of programs that promote small business participation in DOI procurements, with special emphasis on socio-economic programs including Small Disadvantaged Businesses, Women-Owned Small Businesses, Service-Disabled Veteran-Owned Small Businesses, and Businesses located in Historically Underutilized Business Zones (HUBZones).

Ms. Finnegan began her federal career at the Department of Interior in 2007, at the Minerals Management Service. Originally overseeing the management and use of offshore sediment resources for coastal restoration and resiliency projects. Prior to her position with OSDBU, Ms. Finnegan served as the Acting Executive Chief and Deputy Chief of the Office of Strategic Resources within the Bureau of Ocean Energy Management, responsible for managing and developing offshore energy and mineral resources.

Before joining DOI, Ms. Finnegan earned a Bachelor of Science degree from Coastal Carolina University and a Master of Science degree from the University of Southern Mississippi.

Jerome K. Maultsby, Assistant Director, USAMEDCOM OSBP, U.S. Army Medical Command

- Agency: Headquarters, USAMEDCOM OSBP
- Duty Position: Assistant Director
- Grade: GS15, Step 10
- Appointed: 2002
- Retired U.S. Army, LTC (2001)
- Bachelor's Degree: Rutgers University
- Master's Degree: Webster University
- Pursuing Doctorate in Education, Higher Education Leadership—Formal coursework completed; ABD 2022
- DAWIA Level III, Contracting & Army Acquisition Corps Member since 1998
- Member: National Contract Management Association (33 years)
- Certified Professional Contracts Manager (CPCM) since 1991 to 2022; recertified every 5 years

Arveice M. Washington, Deputy Director, OSBP, U.S. Department of the Navy

Arveice M. Washington Deputy Director Office of Small Business Programs Arveice M. Washington has over 20 years of experience in multiple career fields including Small Business, Program Management and Business & Financial Management. In April 2018, Ms. Washington began serving as the Deputy Director for The Department of the Navy's Office of Small Business Programs. In this capacity, she is responsible for small business acquisition policy and strategic initiatives.

Ms. Washington's previous experience includes serving as the Director of Acquisition and Contracts for the Naval Sea Systems (NAVSEA) Command Program Executive Office for Submarines. In this capacity, she was responsible for directing, prioritizing and coordinating all acquisition initiatives across Team Submarine.

From 2009 to 2016, Ms. Washington assumed the duties as the Team Submarine Enterprise Wide Contractor Support Services (EWCSS) Manager. She was the Subject Matter Expert for all matters pertaining to management responsibilities for five support services contracts totaling execution of over \$125 million annually and oversight of 600 contractors. As the Contracting Officer Representative (COR) for the EWCSS contracts, Ms. Washington was responsible for cradle to grave requirements generation, contract award and post-award execution.

Prior to her position as the EWCSS Manager, Ms. Washington served as the Business and Financial Manager from 2007 to 2009 for the Undersea Warfare Defensive Systems Program Office. Responsible for the management and execution of over \$100 million Total Obligation Authority, Ms. Washington's expert knowledge of the DOD 5000 and Program Acquisition Life Cycle process led to a successful Milestone B for the Next Generation Countermeasure and successful Gate 3 review for the Anti-Torpedo Torpedo Defensive System.

From 2000 to 2007, Ms. Washington worked for industry supporting various NAVSEA organizations. Her financial management knowledge coupled with her program management expertise led her through various positions including Financial Manager, Acquisition Manager and ultimately Program Manager.

Ms. Washington has held various leadership roles in Team Submarine including serving as the Navy Enterprise Resource Planning Site Implementation Lead and the COR Certification Manager responsible for serving as the on-site Subject Matter Expert for all COR related responsibilities. In addition, Ms. Washington completed a nine-month career development opportunity in the Department of Navy's Office of Small Business Programs where she was responsible for developing Small Business Advocate training for Deputy Program Manager's (DPM). All DPM's across the Department were required to complete this training. As a result of her efforts, Ms. Washington was awarded the 2017 Oreta B. Stinson, Small Business Advocate, Department of the Navy Acquisition Excellence Award.

Ms. Washington's formal education and training include a Master's in Business Administration, a Master's in Financial Management, the Small Business Professional Credential, a DAWIA Level III certification in Program Management, and a DAWIA Level I certification in Financial Management.

Debra Suarez, Program Manager, OSDBU, U.S. Department of Education

Debra Suarez joined the office of Small and Disadvantaged Business Utilization (OSDBU) in 2019 as Program Manager for strategic engagement initiatives. In this role, she serves as an adviser and advocate to the OSDBU Director on small business program strategy, policy, procedural matters, and continuous improvement of service delivery in support of mission-essential goals. Suarez is a nationally recognized expert in education and education business management. Prior to joining federal service, Debra was a university professor, designing and directing PhD and MA-TESOL programs. Prior to her professorships, she was a teacher educator and program director in the U.S. and abroad. Dr. Suarez's international experience includes serving as Invited Specialist for the US. Department of State, designing and evaluating programs around the globe, including West Africa, Southeast Asia, Eastern Europe, Mexico, the Middle East and South and Central America. Debra has a strong history of serving diverse populations via strategic program design and program management.

Immediately prior to joining OSDBU, Debra was Senior Adviser in the White House Initiative on Asian Americans and Pacific Islanders. She also served on MSDE's Committee on the Achievement Initiative for Minority Students and was awarded the 'Excellence Spirit Award' for Outstanding Efforts on behalf of Maryland's Minority Students. She has published two books; her research is published in internationally peer-reviewed journals, and she was recently awarded the "Lifetime Achievement Award" from Maryland TESOL. Debra holds a PhD in Curriculum and Instruction, an M.S. in Teaching English for Speakers of Other Languages, and an MBA, concentrating in education business development and management. She earned the Project Management Professional (PMP) from PMI. Debra joined ED in 2012. In addition to her federal service, Debra continues as a leader in national and international professional associations, providing strategic direction.

Leonardo San Roman, Manager, Procurement Assistance Division, Office of Small and Disadvantaged Business Utilization, Office of the Secretary of Transportation, Department of Transportation

Leonardo San Roman currently serves as the Manager for the DOT Office of Small and Disadvantaged Business Utilization's Procurement Assistance Division. In this capacity, Mr. San Roman is responsible for ensuring the Department of Transportation's compliance with Federal statutes and initiatives as they relate to small business development and other disadvantaged groups.

Prior to joining DOT, Mr. San Roman served as Project Manager for the Plans, Policy, and Resources Directorate with the Naval Audit Service. Previously he served as the Finance Director for the Senate of Puerto Rico. He has also served as the Deputy Director for Administration, Budget and Finance for the Office of the Governor of Puerto Rico at the Puerto Rico Federal Affairs Administration in Washington, D.C.

Mr. San Roman earned a Bachelor's degree in Physics from the University of Puerto Rico, Mayaguez Campus, and obtained a Master's in Business Administration from the University of Phoenix.

James “Anthony” Josey, Sr. Procurement Analyst, OSDBU, U.S. Department of State

James A. Josey has spent the past twelve years in government procurement and acquisitions. He is currently a Level III Certified Acquisition professional holding Unlimited Warrant Authority within the Department of State’s Office of Small and Disadvantaged Business Utilization (OSDBU). His breadth of government acquisitions includes A&E, R&D, IT, Grants, FFP Commodities, Construction and experience with numerous contracting vehicles.

James Josey joined the US Department of State in Washington, DC in February of 2015 as a Senior Procurement Analyst in the OSDBU Office. He oversees the small business efforts of the Bureau of Overseas Operations, WOSB/EDWOSB Program and the assists the Information Resources Management (IRM) Bureau for the OSDBU Office. Prior to joining DoS, he served as a Small Business Specialists with the US Department of Health and Human Services OSDBU Office. While there he impacted the agency in many ways. Most notably, he negotiated a 40% SB set-aside of the HHS Program Support Center’s \$750 million IDIQ. Small Businesses had only received \$23 million on the previous cycle.

Prior to his tenure at HHS, Josey was appointed Deputy for Small Business Programs, US Army Corps of Engineers-Charleston District. While there, the small business achievement peaked at 73% and the District was recognized at the SAME Small Business Conference in 2012. He also served as a contracting specialist in the Charleston District.

Amber Blake, Procurement Analyst, Office of Small Business Programs-Aberdeen Proving Ground, U.S. Army Communication and Electronics Command

Ms. Amber T. Blake is a procurement analyst (small business professional) with the U.S. Army Communications Electronics Command (CECOM) Office of Small Business Programs at Aberdeen Proving Ground, MD. In her current role, Ms. Blake supports the Responsive Strategic Sourcing for Services (RS3) contract: an Army Contracting Command-Aberdeen Proving Ground (ACC-APG) Multiple Award, Indefinite-Delivery Indefinite-Quantity (MA IDIQ) performance-based services contract with a ceiling of \$37.4 Billion. Ms. Blake also serves as the subcontracting and the mentor-protégé program focal point within the CECOM Office of Small Business Programs.

Prior to her current role, Ms. Blake served as a contract specialist on two separate occasions with ACC-APG. Additionally, Ms. Blake served as a supervisory small business specialist at Department of Veterans Affairs' Office of Small and Disadvantaged Business Utilization (VA OSDBU), a lead communications specialist with VA Learning University (VALU), a Business Opportunity Specialist with the Small Business Administration (SBA) Baltimore District Office, and a Wage Specialist with Department of Defense's Defense Civilian Personnel Advisory Service Wage and Salary Division (DoD DCPAS). Before her return to Government service, Ms. Blake served in various marketing roles within private industry culminating in her serving as a marketing program manager with SiriusXM Radio.

Ms. Blake obtained her Bachelor of Science degree in Marketing from University of Maryland, College Park, and her Master of Business Administration degree from Loyola University Maryland. Ms. Blake is an "Army Brat" but considers Havre de Grace, MD her home.

Nicola Ohaegbu, Procurement Analyst, OSDBU, Department of Energy

Nicola Ohaegbu is a Procurement Analyst with the Office of Small and Disadvantaged Business Utilization. As a Procurement Analyst, she analyzes and interprets contracting policies and directives and provides guidance and assistance to program offices across the Department of Energy (DOE). One of Nicola's principal duties is to advocate and negotiate for maximum prime and subcontract procurement opportunities for all small businesses

Prior to DOE, Nicola worked for the U.S. Army Medical Research Material Command-Office of Small Business Programs for over three years. Her dedication earned her the Army's FY 2015 Small Business Specialist of the Year Award for Exceptional Service. Nicola has a Master of Arts in Pastoral Counselling from Liberty University, a Master of Business Administration from Mount St. Mary's University, and a Bachelor of Science in General Studies from Northwestern University. Nicola is Level III certified in the Federal Acquisition Certification in Contracting Program. Finally, Nicola served honorably in the U.S. Navy.

Doan Ly Nguyen, Small Business Utilization Specialist, Department of Housing and Urban Development

Doan Ly Nguyen is a Small Business Utilization Specialist in the Office of Small Disadvantaged Business Utilization for the U.S. Department of Housing and Urban Development (HUD). She assumed the role in February of 2022. In this capacity, she assists the Department on its small business outreach, education, and advocacy to help HUD meet its small business and socioeconomic goals.

Prior to joining HUD, she worked at Chemonics International for 16 years in various roles. Most notable was her role as the Small Business Liaison Officer for five years from July 2014 to June 2019. Through this position she created Chemonics' formal corporate Small Business Department. She was responsible for managing Chemonics' small business program to help the company meet its small business goals and three core small business objectives: internal policy, outreach, and reporting.

Melanie Carter, OIG/ASPR Small Business Specialist, U.S. Department of Health and Human Services

Melanie Carter is a Small Business Program Specialist in the U.S. Department of Health and Human Services (HHS) Office of Small and Disadvantaged Business Utilization (OSDBU). Ms. Carter is currently assigned to Office of the Assistant Secretary of Preparedness and Response (ASPR) and Office of the Inspector General (OIG). Prior to her appointment, Ms. Carter served 14 years in the U.S. Department of Education. She is a passionate advocate for education, health and the small business community.

Melanie Carter is a native of Birmingham, Alabama. She earned a Bachelor of Arts Degree in Communication from the University of Alabama and a Master's Degree in Public Administration from the University of Alabama in Birmingham.

Nicole Woods, CGBP, Lead Business Development Specialist of Minority & Women-Owned Business Outreach + Team TBD, Export-Import Bank of the United States

Nicole Woods is a global business development specialist at the Export-Import Bank of the United States (EXIM). EXIM provides U.S. businesses with competitive financing tools that mitigate the challenges and risks of selling goods and services abroad.

Ms. Woods specifically works with small businesses that have been traditionally underserved, both economically and financially, to assist them with qualifying for and accessing EXIM financing.

She also manages the Bank's Client Care Unit which works with existing clients as well as new exporters on how to maximize the benefits of an EXIM policy once they get approved.

Ms. Woods is a graduate of Hampton University and a former public affairs specialist for the U.S. Army and U.S. Navy.

Nicole also holds a Certified Global Business Professional (CGBP) designation administered by NASBITE International, which is the leading authority and industry standard for global business education, trade credentialing and training.

Samira Zewari, Small Business Specialist, OSDBU, U.S. Department of Education

Samira Zewari became Small Business Specialist at the US Department of Education's Office of Small and Disadvantaged Business Utilization (OSDBU) in 2020. Samira is in charge of initiating, developing, and defining policies, procedures, regulations, and guidance for administering and implementing the Department's small business programs and responsibilities on a Department-wide basis. She works as an adviser and procurement analyst, assisting the Director in the development and coordination of programs assigned to OSDBU. Ms. Zewari worked as a procurement specialist at the Department of Navy before joining the Department. Served as a policy analyst for all matters pertaining to the Federal Acquisition Regulations (FAR), as well as other Federal policies and procedures pertaining to Acquisition and Assistance awards. She maintains her FAC-COR Certification in Contracting Officer Representative, Level II, Level III, and Federal Acquisition Certification in Contracting, Level I. She holds a bachelor's degree in computer information assurance from the University of Mary Washington.