



Broward County Small Business Development Advisory Board (SBDAB)

Meeting Minutes

Address: Governmental Center, 115 S. Andrews Avenue, Room A680, Fort Lauderdale, FL 33301

Meeting Date: Wednesday, February 7, 2018

Time: 3:00 p.m.

SBDAB Members

Attendance

Brian Johnson	Not Present
Chelsa Arcscott	Not Present (Excused)
Dana Pollitt	Present
Dahlia Baker	Present
Darren Badore	Present
Sarah Chappell	Present
Sheryl Dickey	Present
Stephen Botek	Present
Victor Green	Present

Guests:

Sara Corona Ribero, Corcel Corp.

Staff:

Sandy-Michael McDonald
Christopher Atkinson
Freddy Castillo
Dawn Marshall

- I. Housekeeping
 - A. Introduction of Meeting
 - B. Roll Call
 - C. Approval of January 10, 2017 Meeting Minutes
 - D. Adoption of February 7, 2018 Agenda (As Amended)
- II. Comments: Members of the Public
- III. OESBD Staff Updates
- IV. Purchasing Staff Updates (Quarterly)



- V. New Business
- VI. Board Reorganization per Sunset Review
- VII. Old Business
 - A. Data Tracking of Completed Projects Report – OESBD Staff
 - B. FAU Report on Data Collection Readiness – OESBD Staff

Discussion Points. Vice Chair, Sarah Chappell called the meeting to order at 3:05 p.m. with a quorum present.

Comments from the Public. Ms. Corcel stated she attended today's meeting to hear about the status of the Ordinance.

OESBD Staff Updates. Sandy Michael-McDonald reported that it is anticipated that OESBD's List of Recommendations may go before the Board of County Commissioners (BOCC) on February 26th. The most recent draft of the Ordinance will be provided to SBDAB to review before February 26th.

Purchasing Update. N/A

New Business

A. Board Reorganization per Sunset Review. Mr. McDonald explained that in 2017, all boards had Sunset Review meetings and Intergovernmental Affairs made recommendations to BOCC. The recommendations were recently approved. One of the recommendations is that SBDAB meets no less than six (6) times per year. Frequency of SBDAB meetings will be revisited at next month's Board meeting when the Chair is present.

Greater Fort Lauderdale Alliance Update. N/A

Old Business.

A. Data Tracking of Completed Projects Report - Freddy Castillo reported on OESBD's efforts on addressing some of the recommendations reported on the 2010 Disparity Study. Recommendations such as communication and outreach, unbundling, prompt payment, certification and compliance were covered. Mr. Castillo also shared with SBDAB the various type of data that OESBD collects.

B. FAU Report on Data Collection Readiness – Chris Atkinson reported on the results of FAU report on data readiness. Mr. Atkinson stated that some issues that need to be addressed, per the report, are data cleansing issues. Mr. Atkinson also reviewed the Executive Summary for the Board.



Page 3 of 3

Key Decisions

A motion was approved by the SBDAB with a vote of 6 – 0, to approve the January 10, 2018 meeting minutes. **NOTE:** Board member Dahlia Baker arrived after the vote.

A motion was approved by the SBDAB with a vote of 6 – 0, to approve the February 7, 2018 agenda (as amended). **NOTE:** Board member Dahlia Baker arrived after the vote.

The meeting was adjourned at 4:33 p.m.

Note: The next SBDAB meeting is scheduled for Wednesday, March 7, 2018 at 3 p.m.