



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, March 7, 2018

Time: 3:00 p.m.

SBDAB Members	Attendance
Brian Johnson	Present
Chelsa Arscott	Present
Dana Pollitt	Present
Dahlia Baker	Present
Darren Badore	Present
Sarah Chappell	Present
Sheryl Dickey	Present
Stephen Botek	Present
Victor Green	Present

Guests: N/A

Staff:

Sandy-Michael McDonald

Freddy Castillo

Dawn Marshall

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



- V. New Business: N/A
- VI. Old Business
 - A. 2018 Board Meeting Schedule

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

Comments from the Public. N/A

OESBD Staff Updates. Sandy Michael-McDonald reviewed the nine (9) key changes to the Ordinance that he explained are good talking points for the Board when they meet with their commissioners. Mr. McDonald reported that is anticipated that the Ordinance will go before the Board of County Commissioners (BOCC) on March 20th to schedule the first Public Hearing.

Mr. McDonald reported that OESBD will be putting together quarterly reports for the period from 2012 to 2016 to report on the following: how many projects are on the street; how many projects have goals; what is the actual attainment of goals every quarter; and how many during that quarter have been completed. At completion, staff wants to know if the goals were met, if the goals were short, and/or if the goals were exceeded? Mr. McDonald stated that ultimately, the data will show how the overall program is doing.

Purchasing Update. N/A

New Business. N/A

Greater Fort Lauderdale Alliance Update. N/A

Old Business.

- A. New 2018 Meeting Schedule. The Board voted to change the meeting dates and the frequency of future meetings. The Board will now meet every second Wednesday of the month, and will meet only on even months of the year. The Board's 2018 meeting dates are April 11th, June 13th, August 8th, October 19th, and December 12th.

Key Decisions

A motion was approved by the SBDAB with a vote of 7 – 0, to approve the February 7, 2018 meeting minutes. **NOTE:** Board members Chelsa Arscott and Stephen Botek arrived after the vote.

A motion was approved by the SBDAB with a vote of 7 – 0, to approve the March 7, 2018 agenda (as amended). **NOTE:** Same as above.

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A motion was approved by the SBDAB with a vote of 9-0, to modify the agenda by adding two (2) new headings, namely, VII. Future Agenda Items, and VIII. Comments and Updates.

The Chair will invite a colleague to the April meeting to participate in discussions about procurement policies.

Broward County Procurement Policy will be included in April's agenda.

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

Note: The next SBDAB meeting is scheduled for Wednesday, April 11, 2018 at 3 p.m.