



Broward County Small Business Development Advisory Board (SBDAB)

Meeting Agenda

Location: Government Center East, 115 S. Andrews Ave., Room A 680 Conference Room

Virtual: [Click here to join the meeting](#)

Meeting Date: Wednesday, January 15, 2025

Time: 4:00 p.m.

SBDAB Members	Term Start	SBDAB Members	Term Start
Shaheewa Jarrett	02/25/2020	Darren Badore	11/14/2017
Richard Bonchick, Chair	05/24/2022	Charles Michelson	03/10/2020
Jean M. McIntyre	05/21/2019	Freddy Castillo	10/08/2024
Patrick Ceres, Vice Chair	11/14/2023		
Martin D. Sherwood	01/28/2020		
David Welch	05/07/2024		

I. Call to Order/Roll Call

II. Approval of November 20, 2024 Minutes

IV. Adoption of January 15, 2025 Agenda

V. Public Comments

VI. Staff Updates

1. Speaker Update
2. CBE/ SBE Reserve Update (Passed by Board)
 - a. See email sent by OESBD on December 10, 2024 with link to Ordinance.
3. SBDAB Annual Report to County Commission

VII. New Business

1. 2025 SBDAB List of Priorities (vote on priorities)
2. Discussion on Mid-Level Tier (step-up gross receipts, PNW)
3. Disparity Study Request to the Board of County Commissioners (Board Member Jarrett – confirm submission)
 - a. Emailed by OESBD to SBDAB Members on December 9, 2024
4. Request to Board of County Commissioners regarding Small Business Participation under Housing Authority Projects (Vice Chair Ceres)
 - a. Emailed by OESBD to SBDAB Members on December 9, 2024
 - b. Vote on submission

VIII. Topics for February 19, 2025 Workshop

- 1. Topic for Consideration: Underutilization of approved vendors (ToolsMan) – Chair Bonchick
- 2. Additional topics

IX. Future Agenda Items for March 19, 2025 Meeting

X. Next Meeting – March 19, 2025

Adjournment

**Small Business Development Advisory Board
2024 List of Priorities**

- 1. Mid-Level Certification/Preferences
- 2. Track ARPA Spending... Final Report
- 2. Disparity Study (Report to Commission Template to be Completed)
- 3. Capacity Building (Education for the Small Business Community)
 - Bonding
 - Access to Capital
 - Mobilization Loan Funding
 - Resources/Grants/Small Business Funding
 - Prosperity Broward Collaboration
- 4. Small Business Procurement Recommendations/Small Business Obstacles/Operations (Analysis of Process and Procedures)
- 5. Mentor/Protégé

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Small Business Development Advisory Board Mission

The Broward County Board of County Commissioners established the Small Business Development Advisory Board in August 2001. The purpose of the Small Business Development Advisory Board is as follows:

- Identify and evaluate issues distinctive to Broward County businesses.
- Provide recommendations to the Board of County Commissioners and other government officials concerning enhancements to the County’s procurement activities and practices.
- Enhance communication with, increase opportunities for, improve the economic viability of, and enrich the overall business climate for Small and Disadvantaged Business Enterprises within Broward County.
- Promote, to the greatest extent possible, the participation and use of Broward County businesses in the procurement activities of Broward County government with respect to the purchase of a variety of government services including construction, architectural/engineering services, commodities, professional services, and business services.