



*Broward County Small Business Development Advisory Board (SBDAB)*

**Location:** Government Center, 115 S. Andrews Avenue, GC-ConfRoom 430, Fort Lauderdale, FL 33301 and

Virtual Zoom:

<https://zoom.us/j/97407876904?pwd=ang2OGFEcWpvZXlwaDdoUy9oSFd0QT09>

Meeting ID: 974 0787 6904      Password: 6400

Dial by your location: +1646 558 8656 US (New York)

**Meeting Minutes**

Date and Time: Wednesday, March 17, 2021 3:00 pm

**SBDAB Members**

<b>SBDAB Members</b>	<b>Attendance</b>
Darren Badore	Present (Virtual)
Dahlia Baker	Absent
Chelsa Arscott	Present (Virtual)
Dena Lowell Blauschild	Absent
Robert Brannen	Present (in person)
Victor Green	Present (Virtual)
Jean McIntyre	Absent
Shaheewa Jarrett	Present (Virtual)
Charles Michelson	Present (Virtual)
Dana Pollitt	Absent
Martin "Marty" Sherwood	Present (Virtual)

**County Staff:**

Sandy-Michael McDonald, Director, OESBD (Virtual)  
Maribel Feliciano, Assistant Director, OESBD (in person)  
Susan Smith, Small Business Development Specialist, OESBD (in person)  
Sandy Steed, Assistant County Attorney (Virtual)

**Members from the Public:**

Dr. Willie Eubanks, Guest (Virtual)  
Julian Hepburn, Guest (Virtual)

**I. Call to Order/Roll Call/Introduction**

The meeting was called to order by Chair, Darren Badore at 3:12 p.m. with a quorum present.

**II. Approval of Minutes**

**Motion:** Member Green moved to approve the minutes from January 20, 2021. Member Michelson second. **The motion passed unanimously.**

**III. Adoption of Agenda**

**Motion:** Member Green moved to approve the agenda for January 20, 2021. Member Jarrett second. **The motion passed unanimously.**

**IV. Comments: Members from the Public**

Dr. Willis Eubanks said this is his first time attending. Chair Badore explained the purpose of the Board, its membership availability, and the intent of the bimonthly meetings. Chair Badore added that there are no current vacancies on the Board. Mr. Julian Hepburn said he received a notice of the meeting and was interested in knowing more about the Board.

**V. Staff Updates**

**A. Upcoming OESBD Events**

OESBD continues to conduct virtual workshops and Meet and Greets for specific projects. In celebration of Women History Month, OESBD will host a Facebook live event which showcase women owned certified businesses.

**B. Surtax Update**

The average attainment for projects and recommended goals is at 33%. Member Sherwood asked to include a statement in the weekly status report which explains why no goal was set for a particular project.

**OESBD Scorecard** - Illustrates how OESBD is performing: the 2020 Scorecard indicates continued increase in certification applications and an 849% increase in businesses that participated in virtual programming workshops.

**C. Business Opportunity Act Amendments**

OESBD will be working with the County Attorney in drafting changes to clarify and add corrective language to the Business Opportunity Act 2018 amendment. The **Construction Apprenticeship Program (CAP)** will launch on April 5, 2021. New and eligible contracts will include language addressing CAP.

**D. Legislative Update**

OESBD staff notified Advisory Board Members that the State legislature proposes major changes to local business preference programs for public work projects. Member Jarrett suggested that member log onto the Sunshine Network to follow this legislation. Chair Badore requested additional information to be shared with other interested stakeholders.

**E. Broward County CBE Graduates' Local Business Preference Program**

Research is being conducted to establish a legacy tier program for CBE graduates who are too large to participate in the current small business program but are not large enough to compete in the open market against the larger firms.

## **VI. New Business**

### **A. Small Businesses Participation Data Availability**

OESBD staff provided an overview of the previous disparity study and actions taken to date to address all the recommendations received. OESBD has access to data that is required for a disparity study however, the data is available in multiple databases and systems.

Advisory Board Members asked that staff provide a breakdown of CBE that are primes and/or subcontractors.

Advisory Board members were informed that OESBD instruct both Primes and CBE/SBEs to inform staff if they have not been paid timely. Staff mediates with the County and the Prime and follows up on payments status.

### **B. Business Opportunity Act Amendment – County-owned Lease Properties**

Inadvertently omitted from the meeting discussion.

### **C. 2021 List of Priorities**

#### **#2 Penny Surtax Expanding Opportunities for Small Businesses; #3 Capacity Building - Discussion**

- Advisory Board members were informed that information regarding the surtax program is communicated with the small business communities through OESBD's Business Assistance Weekly (BAW), the OESBD website, and partnerships and collaborative workshops with individual Cities. In addition, plans are being made to begin inviting small businesses that win contracts to promote the Surtax program with small the business community and share their winning strategies and working experiences at workshops and "meet and greets". Finally, the Advisory Board members should share surtax and small business opportunities with their communities and other boards on which they serve.
- Advisory Board members requested that OESBD provides updated reports listing the number of firms that have been certified for the first time and the number of firms that have been certified with Surtax-related NAICS codes.
- Advisory Board members requested that OESBD provides the names and number of Broward County cities that have local preference programs, and which cities developed a local preference program to participate in the Surtax funded program.

## **VII. Old Business**

Broward County small business obstacles/operations (focus on storefront/mom and pop" businesses – Member Blauschild

Advisory Board member Blauschild was absent.

## **VIII. Future Agenda Items**

### **IX. Next Meeting – May 19, 2021**

Board member Jarrett moved to adjourn the meeting and Member Arscott second. The meeting was adjourned at 5:00p.m.

**Disclosure: The above captioned minutes are transcribed in a summary format. To obtain a complete audio recording of the meeting, approved summary minutes, or any presentation or handout materials, please submit a public records request to Susan V. Smith, Small Business Development Specialist, who can be reached at [svsmith@broward.org](mailto:svsmith@broward.org) or 954-367-6400.**