



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 1, 2017

Time: 3:00 p.m.

SDDAB Members	Attendance
Bob Behar	Present
Brian Johnson	Present
Sarah Chappell	Present
Shaun Davis	Present (via telephone)
Sheryl Dickey	Present
Victor Green	Present
Gerald Heller	Present
A Dodie Keith-Lazowick	Not Present
Stavros Moforis	Present
Dana Pollitt	Present

Guests:

Darren Bedore, Thompson & Associates, Inc.

Tenisha Taylor, T.A.J.LLC dba T.A.J. Realty

Staff:

Sandy-Michael McDonald

Chris Atkinson

Carl Kitchner

Dawn Marshall

Laura Rogers

Kathie-Ann Ulett, CPA

I. Housekeeping

- A. Introduction of Meeting
- B. Roll Call



C. Approval of January 4, 2017 Meeting Minutes

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D. Adoption of February 1, 2017 Agenda (As Amended)

II. Comments: Members of the Public

III. OESBD Staff Updates

IV. Purchasing Staff Updates (Quarterly): N/A

V. New Business:

A. Greater Fort Lauderdale Alliance Meeting Report – Sandy-Michael McDonald.

VI. Old Business:

A. Auditor's Update

B. Disparity Study Update

Discussion Points: Chair, Brian Johnson called the meeting to order at 3:00 p.m. with a quorum present.

Comments from the Public: Darren Bedore, Thompson & Associates, asked permission to be allowed to participate in discussions of interest during the meeting. Chair, Brian Johnson, granted his request.

Staff Updates: No Ordinance updates were distributed as Chris Atkinson reported that board members had received the most recent update to the Ordinance at the last meeting.

Mr. McDonald stated that staff will be meeting with Purchasing staff tomorrow to go over questions regarding the Ordinance.

Mr. McDonald answered Ordinance questions submitted by board members Behar and Keith-Lazowick as follows:

1. Retirement Accounts on the personal net worth worksheet will be excluded from further consideration at this time.
2. CBE gross receipts – we did go back to flat amounts.
3. Size standard - this will remain the same.
4. Reserve goals - the Ordinance will say "minimum".
5. Participation requirements – we are extending the time up until award for someone to prepare their team.
6. Prompt payment – we will use the State's definition of prompt payment.

Mr. Bedore stated that prompt payment should also include primes, and that some agencies have no problem paying. He continued that prompt payment is driven by the project manager.

The board voted unanimously to accept the \$1.32 million net worth increase agreed upon by the County Administrator, and to concede the inclusion of the retirement account.

Purchasing Update: N/A



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New Business: Auditor's Update - Laura Rogers provided the following updates:

- a. Contract language changes were made to the 202 Form. Liquidated damages are no longer a standard part of the contract, they may still be used but it will be decided on a case by case basis.
- b. Updated the language on FAR submission dates to better match the FDOT model.
- c. Safe Harbor Rates – a non-audit rate (a lot of consultants are choosing to do – approximately 22% have done so).
- d. To date, their office has not initiated any new FAR Audit Reviews, and have no plans to do so at this time.
- e. No more waivers are being issued.

Mr. Johnson asked that the auditor's office provide written updates to the group, when warranted.

Greater Fort Lauderdale Alliance Update: Mr. McDonald reported that in addition to the Greater Fort Lauderdale Alliance (The Alliance) having access to the Purchasing Directory, they will now also be given a list of qualified small businesses that are ready and available to work with their larger businesses. Mr. McDonald also reported that we received a letter from Richard Corcoran, Florida House of Representatives, requesting detailed information about revenues and expenditures in the tourism and economic development arena by all sixty-seven (67) counties within the State of Florida (a copy of the letter was distributed to board members). Mr. McDonald stated that our packet will be sent to Mr. Corcoran by the deadline.

Old Business: Disparity Study Update – Mr. Atkinson reported that FAU's legal staff has approved the agreement and we are now working on getting the agreement signed by all relevant parties.

A motion passed unanimously to advocate that the County budget for the Disparity Study before the data readiness is completed.

Mr. Johnson gave an update on the outstanding items on the Broward County School Board's Disparity Study results.

Mr. McDonald reported that the School Board reached out to him, and as a result, Broward County will be doing workshops with the School Board regarding some of the Disparity Study issues, beginning in March, 2017.

Key Decisions:

A motion was approved by the SBDAD with a vote 8 - 0, to approve the January 4, 2017 meeting minutes. **Note:** Sheryl Dickey entered the meeting after the vote.



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A motion was approved by the SBDAB, with a vote 8 - 0, to approve the February 1, 2017 agenda as amended. **Note:** Same as above.

A motion was approved by the SBDAB with a vote of 9-0 to accept the \$1.32 million personal net worth increase agreed upon by the County Administrator, and to concede the inclusion of the retirement account.

A motion was approved by the SBDAB with a vote of 9-0 to advocate that County budget for the Disparity Study before the data readiness is completed.

The meeting was adjourned at 4:00 p.m.

Note: The next SBDAB meeting is scheduled for Wednesday, March 1, 2017 at 3 p.m.