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

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*Meeting Minutes*

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

**Meeting Date:** Wednesday, May 4, 2016

**Time:** 3:00 p.m.

<b>SDDAB Members</b>	<b>Attendance</b>
Bob Behar	Present
Sarah Chappell	Not Present
Shaun Davis	Present
Sheryl Dickey	Present
Rafael Gonzalez	Present
Victor Green	Present
Gerald Heller	Present
A Dodie Keith-Lazowick	Present
Stavros Moforis	Present
Dana Pollitt	Present

**Guest:**

Darren Bedore, Thompson & Associates

**Staff:**

Sandy-Michael McDonald  
Carl Kitchner  
Freddy Castillo  
Dawn Marshall

**I. Housekeeping**

- A. Introduction of Meeting
- B. Roll Call
- C. Approval of April 6, 2016 Meeting Minutes (As Amended)
- D. Adoption of May 4, 2016 Agenda (As Amended)



- II. **Comments: Members of the Public**
- III. **OESBD Staff Updates**
- IV. **Purchasing Staff Updates (Quarterly)**
- V. **New Business:**
  - A. Disparity Study
- VI. **Old Business:**
  - A. Retrospective Audits/Multipliers
  - B. 2016 Local Option Transportation Surtax

**Discussion Points:** Chair, Brian Johnson called the meeting to order at 3:08 p.m. with a quorum present.

**Comments from the Public:** None.

**Staff Updates:** Mr. McDonald reported that he spoke with the Legal Department recently, and Legal will be meeting with Mrs. Henry in an attempt to get the Small Business List of Recommendations on the June BOCC agenda. Mr. McDonald will confirm, in advance, when our item will be on the BOCC agenda, and he will provide the SBDAB with that information.

**Purchasing Updates:** None

**New Business:** Disparity Study

Data collection – Mr. McDonald reports that staff continues to collect the data manually, and that OESBD anticipates the purchase of the new software program in the near future.

SBDAB would like an update on how much data has been collected in preparation for the next disparity study. Consequently, the board extends an invitation to Brenda Billingsley to attend the June SBDAB meeting to discuss data collection.

SBDAB discussed providing a recommendation of support to the BOCC for the 2016 Local Option Transportation Surtax. Board member Pollitt will provide an e-mail containing language for the memo to Mr. Johnson and Mr. McDonald.

**Greater Fort Lauderdale Alliance Update:** N/A

**Old Business:** None.

**Key Decisions:**

A motion was approved by the SBDAD with a vote 8 - 0, to approve the April 6, 2016 meeting minutes.

**Note:** Shaun Davis and Sheryl Dickey entered the meeting after the vote.



A motion was approved by the SBDAB, with a vote 8 – 0, to approve the May 4, 2016 agenda.

**Note:** Same as above.

A motion was approved 10 – 0 to recommend to County Administration to hire a consultant to assess the County's readiness for a disparity study by reviewing the data already collected.

SBDAB would like to invite Brenda Billingsley, Director of Purchasing, and Evan Lukic, County Auditor to attend the June 1<sup>st</sup> meeting.

In advance of the May 24, 2016 BOCC meeting, Dana Pollitt will provide language to the Chair, Brian Johnson, and Mr. McDonald regarding the 2016 Local Option Transportation Surtax.

SDBAB decided that if what is on the May 24<sup>th</sup> BOCC Agenda is not fair or consistent with what Mr. Lukic has said to this board, the board will collect the information on claw-backs, meet with Mr. McDonald, and create a position paper to present to the BOCC.

The meeting was adjourned at 4:18 p.m.

**Note:** The next SBDAB meeting is scheduled for Wednesday, June 1, 2016 at 3:00 p.m.