



*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=ang2OGFEcWpvZXIwaDdoUy9oSFd0QT09>

Meeting ID: 974 0787 6904      Password: 6400

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

**Meeting Minutes**

Date and Time: Wednesday, January 20, 2021 3:05pm

**SBDAB Members**

Darren Badore  
Dahlia Baker  
Chelsa Arscott  
Dena Lowell Blauschild  
Robert Brannen  
Victor Green  
Jean McIntyre  
Shaheewa Jarrett  
Charles Michelson  
Dana Pollitt  
Martin "Marty" Sherwood

**Attendance**

Present (in person)  
Present (in person)  
Present (in person)  
Present (virtual)  
Present (in person)  
Present (virtual)  
Absent  
Absent  
Present (in person)  
Present (virtual)  
Absent

**County Staff:**

Maribel Feliciano, Assistant Director, OESBD  
Susan Smith, Small Business Development Specialist, OESBD  
Steven Tinsley, Economic Development Manager, OESBD  
Sandy Steed, Assistant County Attorney

**Members from the Public:**

Jahlisa Harvey, Guest

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

The meeting was called to order by Chair, Darren Badore at 3:05 p.m. with a quorum present. The chair advised attendees they must socially distance, wear masks and adhere to CDC recommendations, at all times, during the meeting.

**II. Approval of Minutes**

**Motion:** Member Green moved to approve the minutes from December 9, 2020. Member Brannen second. **The motion passed unanimously.**

**III. Adoption of Agenda**

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

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

None

**V. Staff Updates**

**A. Cares Act Small Business and Non-Profit Grant Update**

OESBD Assistant Director, Maribel Feliciano, stated that approximately 90% of staff has been assigned to expeditiously process CARES Act Small Business grant agreements and W-9's to assist the County's accounting department with approving and timely issuing payments.

**B. Upcoming OESBD Events**

OESBD continues to conduct virtual project "Meet and Greet" events and Covid-19 related workshops and the list of upcoming events was shared with Board members.

**C. Surtax Update**

OESBD will be partnering with some of the municipalities and asking them to share surtax related information with their local CBEs and use this forum as a platform to encourage more small business participation. The average attainment for projects and assigned recommended goals is at 33%.

**VI. New Business**

**A. Kaufman New Venture Program – Steve Tinsley**

Steve Tinsley, Economic Development Manager, stated that OESBD became an affiliate of Kaufman New Venture Program to conduct half day virtual workshops and a 10-week course for aspiring entrepreneurs.

**B. Municipal Revolving Loan Program – Steve Tinsley**

Mr. Tinsley stated that the Broward County Board of Commissioners has provided funding for a BMSD revolving loan program available to small businesses in the unincorporated areas of Broward County to help with mobilization and address issues that inhibit the success of their businesses.

**C. 2021 List of Priorities**

**Motion:** Member Baker moved that members focus on discussing two (2) items from the 2021 List of Priorities at each Advisory Board meeting, and members who have any additions to the list may forward them to Susan Smith for distribution. Member Michelson seconded. **The motion passed unanimously.**

**Motion:** Member Arscott moved that, at the March 17, 2021 meeting, the Advisory Board should focus on a discussion of Item 2, Penny Surtax-Expanding

Opportunities for Small Businesses and Item 3, Capacity Building from the 2021 List of Priorities. Member Baker second. **The motion passed unanimously.**

**VII. Old Business**

**VIII. Future Agenda Items**

**IX. Next Meeting – March 17, 2021**

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.