



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

**Location:** Government Center, 115 S. Andrews Avenue, Large Conference Room A-680, 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, October 27, 2021, 3:00 pm

**SBDAB Members**

**Attendance**

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

**County Staff:**

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

**Members from the Public:**

Allison Horton, Guest (Virtual)

**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.

**II. Approval of Minutes**

**Motion:** Member Marty Sherwood moved to approve the minutes of the September 15, 2021 meeting. Member Dahlia Baker second. **The motion passed unanimously.**

### III. **Adoption of Agenda**

**Motion:** Member Victor Green moved to approve the agenda for October 27, 2021. Member McIntyre second. **The motion passed unanimously.**

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

- Allison Horton - no comment

### V. **Staff Updates**

#### A. **Upcoming OESBD Events**

Staff provided an overview of upcoming events which are also located on the OESBD website. A conversational series will be held to cover topics gleaned from the Broward County's Status of Women report during Women's History month. The next conversation, titled "the Art of Negotiation," will be held on October 29, 2021. Members were asked to invite their friends and colleagues to upcoming events, especially the November 17 & 18 Florida International Trade and Cultural Expo (FITCE).

#### B. **MAP (Mobility Advancement Program fka Surtax) Update**

The Advisory Board received detailed reports of Broward County and Municipal projects that have been reviewed, to date, for recommended CBE goals. Advisory Board members requested the addition of a column to the reports which provides an explanation when "no goal" has been assigned to a project.

### VI. **New Business**

#### A. **Board Election**

Advisory Board Vice Chair, Dahlia Baker, moved to elect Advisory Board member Shaheewa Jarrett as Vice Chair for the year 2022. Advisory Board member Marty Sherwood second. **Following a roll call the motion passed unanimously.**

Advisory Board member Marty Sherwood moved to elect Advisory Board member Jean McIntyre as Chair for the year 2022. Vice-Chair Dahlia Baker second. **Following a roll call the motion passed unanimously.**

The Chair and Vice-Chair for the year 2022 will be Jean McIntyre and Shaheewa Jarrett, respectively.

#### B. **Disparity Study Recommendation**

Following much discussion, newly elected Vice-Chair Shaheewa Jarrett moved that the Advisory Board recommends that Broward County start to collect gender, race, and other demographic data which will allow to track information and facilitate the potential for a forthcoming disparity study. **Following a roll call, the motion passed unanimously.**

#### C. **CBE Mid-Level Program**

Mr. McDonald asked Susan to send the draft of the key points to consider for a proposed Broward County Mid-Level Business Enterprise program (MLBE). The draft proposes to include firms that have exceeded the criteria for the Certified Business Enterprise (CBE) program but is still not large enough to compete with larger, more established Broward County firms. Mr. McDonald compiled this draft from suggestions he received from Advisory Board members, staff, and other interested vendors. Mr. McDonald will continue to collaborate with Broward County Attorney's office to draft an Ordinance which incorporates these points.

**D. 2021 List of Priorities**

1. #3: Capacity Building
2. #4: Small Business Procurement Recommendations

These two items were deferred for consideration at the 2022 Board meetings.

**VII. Old Business**

**VIII. Future Agenda Items**

- A. Invite the 2022 Broward County Mayor
- B. Invite Robert Gleason, Broward County Purchasing Director
- C. Invite Monica Cepero, County Administrator as of February 1, 2022
- D. 2022 List of Priorities
- E. 2022 Meeting Schedule

**IX. Next Meeting** – January 19, 2022

**X. Adjournment**

Newly elected Vice-Chair, Shaheewa Jarrett moved to adjourn the meeting. Advisory Board Member Dahlia Baker second. **The motion passed unanimously.**

The meeting was adjourned at 5:00 p.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 954-357-6400.**