



## 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, April 11, 2018

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

<b>SBDAB Members</b>	<b>Attendance</b>
Brian Johnson	Present
Chelsa Arscott	Present
Dana Pollitt	Present
Dahlia Baker	Present
Darren Badore	Present
Sarah Chappell	Present
Sheryl Dickey	Present
Stephen Botek	Present
Victor Green	Present

#### **Guests:**

Mary Coker, Director of Procurement, Broward County Public Schools  
Barron Channer, BACHRE, Affirmative Procurement Initiatives IAPIs, Broward Public Schools.  
Ann Marie Richards, Coordinator, Broward Public Schools.

#### **Staff:**

Sandy-Michael McDonald  
Freddy Castillo  
Dawn Marshall

- I. Housekeeping
  - A. Introduction of Meeting
  - B. Roll Call
  - C. Approval of March 7, 2018 Meeting Minutes
  - D. Adoption of April 11, 2018 Agenda (As Amended)
- II. Comments: Members of the Public



- III. OESBD Staff Updates
  - A. Ordinance Update
- IV. Purchasing Staff Updates (Quarterly)
- V. New Business:
  - A. Mary Coker, Director of Procurement & Barron Channer, BACHRE, Affirmative Procurement Initiatives IAPIs, Broward Public Schools. Ann Marie Richards, Coordinator, Broward Public Schools.
- VI. Old Business: N/A
- VII. Future Agenda Items:
  - A. Ethics Training – County Attorney
- VIII. Comments and Updates:

**Discussion Points.** Chair, Brian Johnson called the meeting to order at 3:03 p.m. with a quorum present.

**Comments from the Public.** N/A

**OESBD Staff Updates.** Sandy Michael-McDonald reported that the Ordinance went before the Board of County Commissions (BOCC) yesterday, April 10<sup>th</sup>. There were some revisions to be made to the Ordinance in regard to the Sheltered Market. The BOCC agreed to revisit the Ordinance on April 24<sup>th</sup>, and at that time, the Public Hearing ought to be scheduled for May 8<sup>th</sup>.

**Purchasing Update.** N/A

**New Business.**

- A. Broward Public Schools Procurement – The Chair explained that Ms. Coker and Mr. Channer will provide a description of the Affirmative Procurement Initiatives (API) that they are implementing at the Broward County Public Schools.

Ms. Coker & Mr. Channer gave a presentation on Broward Public Schools' Procurement programs, and explained how the programs work, and how the programs provide opportunities for small and minority businesses, including certified firms. API's such as direct owner purchase program, SBE mentor protégé, vendor rotation, prime bidders' preference, and setting goals for commodities were a few of the topics covered.

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

**Old Business.** N/A



### **Key Decisions**

A motion was approved by the SBDAB with a vote of 7 – 0, to approve the March 7, 2018 meeting minutes.

**NOTE:** Board members Chelsa Arscott and Stephen Botek arrived after the vote.

A motion was approved by the SBDAB with a vote of 7 – 0, to approve the April 11, 2018 agenda (as amended). **NOTE:** Same as above.

The meeting was adjourned at 4:23 p.m.

**Note:** The next SBDAB meeting is scheduled for Wednesday, June 13, 2018 at 3 p.m.