



Broward County Small Business Development Advisory Board (SBDAB)

Location: Government Center, 115 S. Andrews Avenue, Room A-680, Fort Lauderdale, FL 33301

Meeting Minutes

Date and Time: Wednesday, March 11, 2020, 3:05 p.m.

SBDAB Members	Attendance
Dana Pollitt	Absent
Chelsa Arscott	Present via telephone
Darren Badore	Present
Dahlia Baker	Present
Dena Lowell Blauschild	Absent
Stephen Botek	Present
Victor Green	Absent
Jean McIntyre	Present
Martin "Marty" Sherwood	Present
Shaheewa Jarrett	Present

County Staff:

Sandy-Michael McDonald, Director, OESBD
Maribel Feliciano, Assistant Director, OESBD
Susan Smith, Small Business Dev. Specialist, OESBD
Tabitha Odlum, Administrative Specialist, OESBD
Orlando Garcia, Intergovernmental Affairs/Boards Section

Members of the Public:

None

I. Call to Order/Roll Call/Introduction

The meeting was called to order by Vice Chair, Dahlia Baker at 3:05 p.m. with a quorum present.

II. Approval of Minutes

Motion: Member Sherwood moved to approve the minutes from January 8, 2020. Member McIntyre second. **The motion passed unanimously.**

III. Adoption of Agenda

Motion: Member Botek moved to accept the proposed agenda for March 11, 2020. Member McIntyre second. **The motion passed unanimously.**

IV. Invited Guest: Commissioner Beam Furr

Commissioner Beam Furr shared his insights into the importance of guiding youth, especially non college bound youth, into apprenticeship programs to enhance their opportunity for a viable future.

V. Comments: Member of the Public

None

VI. Staff Updates

- OESD Assistant Director, Maribel Feliciano reminded the Board to send any new contact information to Susan to update the Advisory Board website.
- Staff will invite Prosperity Broward's Program Officer at a future meeting this year.
- OESBD is collaborating with the County attorney's office, in drafting a proposed Prevailing Wage Ordinance.
- The Commissioners have received Chair Pollitt's letter expressing support for strengthening the Local Business Ordinance. Hearings are scheduled for March 31st and April 2nd.
- OESBD Director Sandy Michael McDonald and the two Penny Surtax staff members have been conducting community townhall meetings to promote the penny surtax small business program.
- Member Badore suggested that the County and OESBD provide greater access to small businesses and publish a link to each municipality's transportation-related projects.
- Municipalities have begun signing ILAs.

VII. New Business

A. Sunset Review Follow Up (Member Selection Criteria)

Orlando Garcia, Intergovernmental Affairs/Boards Section, stated that he has been conducting a mandated charter review of County Boards. In order to complete his review, Mr. Garcia requested the Board to propose and recommend or affirm the nine categories of criteria listed in the Broward County Code which may be considered when selecting non-at-large board members.

Member Botek moved to accept the categories that are listed in the Broward County Code, Part XXIII Sec 12.225 items 1-9, and recommended the Commissioners expand item six (6) to read: "Financial auditing and/or accounting institutions and/or firms." Member Badore second. The motion passed unanimously by all members present. Member Arscott did not vote by telephone.

B. Discussion: CBE Participation in Professional Services, A & E and Project Management Contracts

Mr. McDonald stated that the County has made a commitment to unbundle large contracts when there are CBE professional service providers, including architects, engineers and project managers, that are available to perform the requested services.

C. 2020 Meeting Schedule

This item will be discussed at the next Board meeting.

D. Small Business Incentives and Procurement Recommendations

There were no additional recommendations that have been submitted. Ms. Feliciano asked members to submit their recommendations to Susan. Member Jarrett said she will submit some suggestions.

VIII. Old Business

None

IX. Future Agenda Items

- 1) 2020 Meeting Calendar
- 2) Small Business Incentives and Procurement Recommendations
- 3) Items from the 2020 List of Priorities

X. Next Meeting

The next SBDAB meeting is scheduled for Wednesday, May 13, 2020 at 3:00 p.m.

XI. Adjournment

The meeting 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 Smith, Small Business Development Specialist, who can be reached at svsmtih@broward.org or 954-357-6400.