

OFFICE OF EQUAL BUSINESS OPPORTUNITY ADVISORY COMMITTEE MEETING
Wednesday, January 22, 2020
Minutes

Members Present:

Scott Johnson, Chair
Javin Walker-Vice Chair
Doris Pastl
Juan Pagan
Robert Waite
Courtney McKenzie Newell
Jerry Steinberg
Lillian Reyes
Aida Vidal
Carole Hart
Lorna Anderson
Denise Albritton

Staff Present:

Tonya Davis Johnson, Director
David Behar, Assistant County Attorney
Dorianna Kristensen, Contract Analyst
Michelle Han, Administrative Secretary

Guests

Steven Duvall, Restoration Lawn Care & Pressure
Cleaning Service LLC

Members Absent: John Elliott, Amy Angelo, Seabron Smith

Vacant Seats: None.

I. CALL TO ORDER

Meeting called to order at 8:32 a.m. by Chair, Scott Johnson.

A. Roll Call

Roll called by Michelle Han. Quorum present.

B. Adoption of Agenda for January 22, 2020

Motion by Javin Walker, seconded by Juan Pagan, motion passed unanimously.

C. Adoption of Minutes for November 13, 2019

Motion by Javin Walker, seconded by Juan Pagan, motion passed unanimously.

D. Introduction of Guests

Steven Duvall, Restoration Lawn Care & Pressure Cleaning Service LLC.

II. COMMITTEE MEMBER UPDATE

Tonya Davis Johnson noted that the Committee is at full complement.

III. OLD BUSINESS

A. OEBO Outreach Activity Report

Ms. Han stated there were no outreach events in December.

B. Small Business Certification Status Report

Dorianna Kristensen explained the updated Certification Status Report.

Mr. Walker asked for an explanation of business classes on the report. Ms. Davis Johnson explained the breakout of classes and Mr. Pagan asked if the definition of each certification was on the County website. Ms. Davis Johnson indicated that the information is noted on the County's website.

Mr. Walker asked if the office sets goals for certification growth in a specific service. Ms. Davis Johnson indicated that OEBO sets goals, however, we will be interviewing for a new Outreach Coordinator whose primary goal will be to grow the certification number and increase S/M/WBE participation. She also reminded the Committee that with their help speaking with organizations and individuals will also help.

Ms. Davis Johnson mentioned that Mr. Duval went to the Goal Setting meeting and is now going through the certification process. He gave the office a compliment and stated that he did not understand why there were not more businesses coming in to certify. Ms. Davis Johnson explained that with the new Outreach Coordinator we will have the opportunity to get the word out there to grow the number and thanked him for his kind words about the office and process.

Jerry Steinberg noted that, in the past, this has always been an issue as to what percentage of the County was certified, but he can see we had a 35% increase since he was in this seat over three years ago.

Mr. Johnson stated that we could track the growth this calendar year with this report and see if it starts to level off.

Lorna Anderson asked how the Committee could help, other than talking with other business people. Ms. Davis Johnson said that coming to Goal Setting and telling individuals they are speaking with to come to Goal Setting so they can see the process and learn what projects are coming out for bid. Ms. Davis Johnson invited the Committee, again, to Goal Setting.

Mr. Walker agreed that setting a certification number goal was good; but wanted to know how many are actually benefiting from the certification process. We can then ask the ones that have had success in becoming certified to speak with the newer vendors and tell them how the certification has helped them to obtain work with the County.

Mr. Pagan stated that they could become mentors for other businesses. Carole Hart stated that Business to Business would be more impactful. She further stated that we, as an Advisory Committee, can talk to businesses, but if a successful business speaks with another business to explain the process and how being certified has helped them, then it holds more weight.

IV. NEW BUSINESS

Ms. Davis Johnson opened the discussion of altering the meeting schedule to bi-monthly or quarterly as asked by the Committee. She provided the ordinance language of meeting requirements and offered two schedules to be considered.

Aida Vidal agreed with Ms. Davis Johnson regarding altering the schedule to bi-monthly and meet for one and one-half hours. She also noted that everyone should rotate attending the Goal Setting Meetings and then a discussion could be had about what was learned at that meeting.

The Committee discussed the attendance policy and noted that three consecutive absences are an automatic dismissal or 2/3 of the year, which is two absences total, but when it moves to the entire year then the total will be four.

There was a roll call vote to conduct a trial modification of the meeting schedule and it passed unanimously. The Committee will meet in February and then begin meeting every other month until June and then the Committee will reassess for the remainder of the year.

V. COMMITTEE COMMENTS

None.

VI. DIRECTOR'S COMMENTS

Ms. Davis Johnson asked if there were any other reports that the Committee would like to see and Mr. Pagan said he would like to see a listing of projects. Ms. Davis Johnson asked Ms. Kristensen if this was possible and if it was able to provide this report. Ms. Kristensen stated that it was possible. Ms. Davis Johnson directed Ms. Kristensen to create the report.

Mr. Steinberg noted that he thought the OEBO Newsletter was very informative. Ms. Davis Johnson pointed out that there is a listing of certified vendors. Ms. Vidal pointed out that the OEBO Start-Up Guide is also very informative and Mr. Steinberg stated they give one to every potential business owner.

VII. COUNTY ATTORNEY'S COMMENTS

None.

VIII. PUBLIC COMMENTS

Mr. Duval stated that having businesses that have gone through the process and attended the Goal Setting Meeting are perfect "mouth pieces" for the program. He said he does not understand why there is not a line out the door of businesses trying to be certified.

IX. ADJOURNMENT

Meeting adjourned at 9:28 a.m.