

**OFFICE OF EQUAL BUSINESS OPPORTUNITY ADVISORY COMMITTEE MEETING**  
**Wednesday, October 16, 2019**  
**Minutes**

**Members Present:**

Doris Pastl  
Amy Angelo  
Juan Pagan  
Denise Albritton  
Lorna Anderson  
Robert Waite  
Courtney McKenzie Newell  
John Elliott  
Scott Johnson, Chair  
Seabron Smith

**Staff Present:**

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

**Guests**

Bryce Sartory, Associated General Contractors

**Members Absent:** Aida Vidal, Lillian Reyes, Carole Hart, Javin Walker-Vice Chair

**Vacant Seats:** Business Incubator Program.

**I. CALL TO ORDER**

Meeting called to order at 8:35 a.m. by Chair, Scott Johnson.

**A. Roll Call**

Roll called by Michelle Han. Quorum present.

**B. Adoption of Agenda for October 16, 2019**

Motion by Seabron Smith, seconded by Juan Pagan, motion passed unanimously.

**C. Adoption of Minutes for September 18, 2019**

Motion by Seabron Smith, seconded by Juan Pagan, motion passed unanimously.

**D. Introduction of Guests**

Bryce Sartory, Associated General Contractors.

**II. COMMITTEE MEMBER UPDATE**

Tonya Davis Johnson noted that the Business Incubator Seat will go before the Board on November 5<sup>th</sup> and Jerry Steinberg is the recommended appointee.

### **III. OLD BUSINESS**

#### **A. OEBO Outreach Activity Report**

Ms. Davis Johnson indicated a copy of the outreach activity report was handed out.

### **IV. NEW BUSINESS**

Ms. Davis Johnson asked that for the November Advisory meeting we would like to have OEBO staff explain the Goal Setting process. She also thanked Doris Pastl and Juan Pagan for attending last week's Goal Setting meeting. A lengthy discussion regarding the Goal Setting process was had by members.

### **V. COMMITTEE COMMENTS**

Amy Angelo asked if the SBE Certified Vendor Listing Report could show trend information to see when new vendors become certified or get de-certified/graduate. Mr. Smith also asked if the report could compare last year to this year. Dorianna Kristensen stated that she is working with the developer, but this is possible. Ms. Davis Johnson asked if they would like this information emailed to the Committee and they stated yes.

Ms. Kristensen stated that OEBO had an increase of 17 applications from last month and Mr. Smith asked what did we think the reason was. Ms. Davis Johnson noted it could have been due to the Business Matchmaker event or some outreach events that were held. Ms. Angelo asked if this increase could have been from a company applying three (3) months ago because it takes up to 90 business days and Ms. Davis Johnson said it could be.

Mr. Smith noted that his organization had a certification workshop last month and there were very few companies from Palm Beach County. This event had over 100 people in attendance, so he would like to bring his workshop to Palm Beach County to help increase Palm Beach County business participation.

Mr. Pagan attended an event in Broward County and showed a brochure that he was given that showed all the projects that were going on throughout the entire County. Ms. McKenzie Newell stated that it would be a good idea, but should also note on the brochure that the projects are listed on the County's website and that this is only current as of the last printing.

### **VI. DIRECTOR'S COMMENTS**

Ms. Davis Johnson had a meeting with Bryce Sartory and Michelle DePotter from AGC regarding the Bonding event. The tentative date is November 20<sup>th</sup> from 11:30-1:00 at the AGC office and will be a bonding "Lunch and Learn". The event will teach our small businesses all about the bonding process.

Ms. Davis Johnson also had a discussion with Fernando Delgado regarding the Palm Beach County bond waiver program. Palm Beach County has a bond waiver program for projects that are \$200,000 or lower that isn't being taken advantage of. We feel that the small

businesses may not be aware of the bond waiver program so we want to put together a workshop to highlight the bond waiver program.

Ms. Davis Johnson noted that OEBO is putting a survey together for the purpose of outreach programs. We are asking our small businesses what is important to them so we can tailor our outreach events for them based upon their needs. She also informed the Committee that an outreach position was approved and this employee will be solely dedicated to outreach for the department.

Ms. Davis Johnson also noted the latest Enterprise newsletter was handed out and she expressed appreciation to Deirdre Kyle for her efforts in editing the newsletter. The featured Departments were ISS and Parks and Advisory member, Aida Vidal, was also featured.

Ms. Davis Johnson also mentioned that OEBO is planning to do a “Lunch and Learn” workshop on the pre-qualification process from FDO for construction projects for small businesses.

John Elliott said that \$200,000 bond waiver may be too small; he feels it should be increased to \$500,000 because materials alone could cost \$200,000. Mr. Johnson expressed it was a tough call because if vendors aren’t taking advantage of the \$200,000, we should find out why they haven’t. Ms. Davis Johnson stated that she hadn’t heard of any reason why the bond waiver program isn’t being used, but that would be part of the conversation at the workshop so we get a better understanding for the reason.

**VII. COUNTY ATTORNEY’S COMMENTS**

None.

**VIII. PUBLIC COMMENTS**

Bryce Sartory, Associated General Contractors stated a meeting between Ms. Davis Johnson, himself and Michelle DePotter was had on October 1<sup>st</sup> where they discussed the bonding “Lunch and Learn”. They were waiting to see if Brett Rosenhouse is available for the November 20<sup>th</sup> event.

**IX. ADJOURNMENT**

Meeting adjourned at 9:13 a.m.