

**OFFICE OF EQUAL BUSINESS OPPORTUNITY ADVISORY COMMITTEE MEETING**  
**Wednesday, March 20, 2019**  
**Minutes**

**Members Present:**

Lorna Anderson  
Amy Angelo  
Carole Hart  
Scott Johnson  
Denise Albritton  
Juan Pagan  
Doris Pastl  
John Elliott  
Bonnie Horner  
Javin Walker  
Seabron Smith  
Robert Waite

**Staff Present:**

Tonya Davis Johnson, Director  
David Behar, County Attorney  
Vicky Cronell, SBDS I  
Angie Whitaker, SBDS II  
Michelle Han, Administrative Secretary

**Guests**

Raj Kamitha, Earthology  
E. Ann McNeill, MCO Construction

**Members Absent:** Courtney McKenzie Newell, Lillian Reyes, Aida Vidal.

**Vacant Seats:** None.

**I. CALL TO ORDER**

Meeting called to order at 8:45 a.m. by Chair Scott Johnson.

**A. Roll Call**

Roll called by Michelle Han. Quorum present.

**B. Adoption of Agenda for March 20, 2019.**

Motion by Seabron Smith, seconded by Bonnie Horner, motion passed unanimously.

**C. Adoption of Minutes for February 20, 2019**

Motion by John Elliott, seconded by Javin Walker, motion passed unanimously.

Carole Hart noted that she was listed as a guest on the February 20<sup>th</sup> meeting minutes. The minutes will be revised to correct the error.

**II. COMMITTEE MEMBER UPDATE**

Tonya Johnson reported that the Committee is now at full complement.

## **OLD BUSINESS**

### **A. OSBA Outreach Activity Report**

Angie Whitaker reported that OEBO participated in the first “Get Ready, Get Set, Get Certified” event at the Rivera Beach Marina on 3/14. At this meeting, OEBO discussed the process on how to register with the County and become certified. The flyer for future dates has been handed out. The next event will be here tomorrow, 3/21, from 11:30-1:00. Tonya Johnson asked Javin Walker for his assistance with the outreach program in Belle Glade on 4/11.

Angie Whitaker reported there is an informational Business Connect Networking meeting for the Super Bowl, tomorrow at the Hilton at the Palm Beach Airport, 150 Australian Avenue, West Palm Beach in the Majestic Ballroom from 9:30 am – 12:00 pm. Tonya Johnson stated there were 170 RSVP’s received. This year there are more minority/woman/veteran/LGBT owned businesses being featured in all aspects, i.e. catering, transportation, minor construction, professional services. McCray’s Backyard BBQ, which was certified in 2006, has become a staple for Super Bowl events. He has been asked back for many years and is one of our successful OEBO vendors. It was also mentioned that McCray’s will have a soft opening on 4/2 for his building on 45<sup>th</sup> street, next to the old Jai Alai building.

Angie Whitaker mentioned an Outreach event for Small, Minority-Owned Businesses has been scheduled for 3/26 from 5:00pm-7:00pm at the PBC Vista Zoning Chambers, 2300 North Jog Road, Room #1W-47, West Palm Beach.

Seabron Smith reported that Matchmaker Events need to be added to the Website with a brief description of the event. Matchmaker is an organization that supports partnering small business and networking with government agencies and other entities. Any questions, contact Seabron Smith or Tonya Johnson. The location is TBD.

## **III.**

### **NEW BUSINESS**

#### **A. Updated Ordinance/PPM**

Tonya Johnson reported that at the next Advisory Meeting, 4/17 from 8:30-10:00 am, a walk-through of the PPM and Ordinance and your role as Board Members, with help from our Attorney, David Behar, will be the focus of the meeting. The documents are similar to the ones in the past, but with added APIs, waivers and goal setting. This will help the Committee to understand what the program means to them in an advocate roll as members of the Advisory Committee. The current PPM and Ordinance will be emailed to all Board Members for their review and comments for this meeting.

#### **B. Bi-Lingual Documentation Request**

Juan Pagan stated that the Chamber had a small business meeting at Palm Beach State

College, which was a Bi-lingual event. The turnout was good and Mayor Bernard was a guest speaker. It was asked if we could make our documentation in other languages, i.e. Spanish, Creole. The Latin community is growing in leaps and bounds and not everyone reads English, so they don't understand everything, but they will have an English speaking person in the office so all documentation will be returned in English. Tonya Johnson stated that she will review and see what the cost would be for the Start-Up Guide and standard brochures.

**IV. COMMITTEE COMMENTS**

Doris Pastl commented that being a new member she would appreciate a list of names and what company affiliation the Committee has. Tonya Johnson noted the information is on our website, but a hard document was handed out at the meeting.

Denise Albritton noted that it would be helpful if we had tent cards with names and company affiliation for the meetings.

Javin Walker thanked the staff for their hard work and encouraged them to keep up the good work.

**V. DIRECTOR'S COMMENTS**

Tonya Johnson thanked everyone for responding to the request for the Conflict of Interest Forms. The forms have been sent to the user department and we have a copy on record in our office in case we need to disclose.

**VI. COUNTY ATTORNEY'S COMMENTS**

None.

**VII. PUBLIC COMMENTS**

Congratulations to Lorna Anderson for her husband becoming the City of West Palm Beach's newly elected Mayor.

**VIII. ADJOURNMENT**

Meeting adjourned at 8:59 a.m.