

OFFICE OF EQUAL BUSINESS OPPORTUNITY ADVISORY COMMITTEE MEETING
Wednesday, September 16, 2020
Minutes

Members Present:

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

Staff Present:

Tonya Davis Johnson, Director
Chelsea Koester, Assistant County Attorney
Dorianna Kristensen, Contract Analyst
Antonia Smith, Public Info. and Outreach Coordinator
Michelle Han, Administrative Secretary

Guests:

Michelle DePoter, AGC

Members Absent: John Elliott.

Vacant Seats: None.

I. CALL TO ORDER

Meeting called to order at 8:33 a.m. by Chair, Scott Johnson.

A. Roll Call

Roll called by Michelle Han. Quorum present.

B. Adoption of Agenda for September 16, 2020 Virtual Meeting

Motion by Javin Walker, seconded by Jerry Steinberg, motion passed unanimously.

C. Adoption of Minutes for August 19, 2020 Virtual Meeting

Motion by Jerry Steinberg, seconded by Seabron Smith, motion passed unanimously.

D. Introduction of Guests

None.

II. COMMITTEE MEMBER UPDATE

Tonya Davis Johnson stated that Ms. Anderson was reappointed at the September 1st BCC meeting. There are no further appointments until October, 2021.

III. OLD BUSINESS

A. OEBO Outreach Activity Report

Ms. Smith introduced herself and updated the Committee on past and future events that OEBO has been hosting.

Mr. Walker welcomed and congratulated Ms. Smith for the job she has done thus far.

Mr. Steinberg was impressed with the Outreach report and wanted to know if all the Palm Beach County Chambers were included in the mailing for outreach promotions. Ms. Smith assured Mr. Steinberg that all Chambers are included in the e-blasts that she sends out. She further stated that she receives very limited participation from the Chambers with a few exceptions.

Ms. Anderson also congratulated Ms. Smith. She inquired about the session from June 23 where there were 47 attendees, and wondered if it was worth revisiting that topic. Ms. Smith stated that session was specific to the CARES For Business Grant and any money-oriented session tends to have a large attendance.

B. Small Business Certification Status Report

Dorianna Kristensen indicated that we have increased the certifications by two and have maintained the recertification with 17 applications. She also stated there are 70 pending applications and is seeing 2-3 online applications at least twice a week.

Mr. Steinberg inquired on the length of time it currently takes to process an application. Ms. Davis Johnson said 45-60 days depending on the information submitted with the application. However, processing time is up to 90 business days.

Ms. Anderson inquired about renewals and Ms. Davis Johnson indicated the timeframe is the same because files are processed in the order received.

Ms. Davis Johnson updated the Committee on the PBC Cares for Business Grant and shared the breakdown of the allocated funds that was presented to the Board of County Commissioners on September 14. Ms. Han will forward the agenda item to the Committee.

Mr. Behar indicated that the Grant will be reopened in the future for two weeks by the Department of Housing and Economic Sustainability specifically for Sole Proprietors and General Partnerships.

Mr. Walker indicated he was disappointed with the response from the western community. He offered his services in helping to increase the communication in that area. Ms. Davis Johnson stated that we contracted with two additional firms, specifically to help those needing technical assistance in both the western and eastern communities of the County.

Ms. Pastl inquired about the decision on how the monies were allocated. Ms. Davis Johnson explained the allocation was based on six months of expenses up to \$25,000.

IV. NEW BUSINESS

Ms. Davis Johnson explained the different items the Office of Equal Business Opportunity is working on currently. She also said that OEBO will begin training seminars later in the year.

V. COMMITTEE COMMENTS

Mr. Walker said hello to all the Committee Members and thanked Ms. Davis Johnson and her staff for all that they are doing.

VI. DIRECTOR'S COMMENTS

Ms. Davis Johnson thanked the Committee for supporting the Department during this challenging time.

VII. COUNTY ATTORNEY'S COMMENTS

None.

VIII. PUBLIC COMMENTS

None.

IX. ADJOURNMENT

Meeting adjourned at 9:04 a.m.