

OFFICE OF EQUAL BUSINESS OPPORTUNITY ADVISORY COMMITTEE MEETING
Wednesday, October 21, 2020
Minutes

Members Present:

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

Staff Present:

Tonya Davis Johnson, Director
David Behar, Assistant County Attorney
Allen Gray, Manager
Dorianna Kristensen, Contract Analyst
Antonia Smith, Public Info. and Outreach Coordinator
Vicky Cronell, SBDS I

Guests:

None

Members Absent: Lillian Reyes, Carole Hart

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 Vicky Cronell. Quorum present.

B. Adoption of Agenda for October 21, 2020 Virtual Meeting

Motion by Juan Pagan, seconded by Jerry Steinberg, motion passed unanimously.

C. Adoption of Minutes for September 16, 2020 Virtual Meeting

Motion by Jerry Steinberg, seconded by Juan Pagan, motion passed unanimously.

D. Introduction of Guests

None.

II. COMMITTEE MEMBER UPDATE

Tonya Davis Johnson stated that the Advisory Committee is at full complement and there are no seat appointments until October 2021.

III. OLD BUSINESS

A. OEBO Outreach Activity Report

Ms. Smith shared the Outreach Activity Report indicating the virtual workshops the office hosted in September and October. She noted the office would host an in-person event on October 30 for National Women's Small Business Month, Women in Business.

Mr. Walker noted the attendance has decreased and Ms. Smith expressed that it depends on the discussion topic.

B. Small Business Certification Status Report

Dorianna Kristensen indicated that we have increased the certifications by 5 from last month and had 15 recertification renewals for a total of 20.

Mr. Pagan asked in which areas new certifications were renewing and Ms. Kristensen said she would need to create another report to ascertain that information.

Mr. Steinberg would like a report showing the increase/decrease in certifications quarterly and Mr. Pagan would like the information to show which areas certifications or decertifications are in.

Ms. Davis Johnson thanked Ms. Smith and Ms. Kristensen for their reports and made the Committee aware that on October 20 the County Administrator discussed reopening the Cares grant for a final phase and possibly reducing the amount so that all dollars will be expended by December 30, 2020. She also noted that if a business received any previous grant monies they would not be eligible and the application window would be shorter, possibly a week. She noted that in Phase 2, there were 1,491 applications received.

IV. NEW BUSINESS

A. Ms. Davis Johnson suggested that the year end with the Committee attending the upcoming OEBO training sessions in November. By attending the training sessions, it would give the Committee, a better sense of the program.

Ms. Davis Johnson and Mr. Johnson discussed that the November meeting would be in person, with all social distancing protocols in place. The meeting will be held on November 18 for an hour to an hour and fifteen minutes.

B. Review of Existing and Upcoming Projects

Ms. Kristensen showed the Committee where to locate the projects on the OEBO website. Ms. Davis Johnson asked Ms. Kristensen to send the reports to the Committee directly. She also explained the information on the document.

V. COMMITTEE COMMENTS

Ms. Pastl asked if businesses were contacted to see the reason why they did not recertify. Ms. Davis Johnson noted there was a Sub-Committee in the past. She also mentioned that we send out notification, but do not necessarily go back and ask why because it is a business decision. The suggestion was made that possibly the Sub-Committee can be restarted and OEBO will provide a listing of companies that did not recertify and the Sub-Committee can contact the companies directly. Ms. Pastl agreed that it was a good idea to restart the Recertification Review Sub-Committee in January. Mr. Walker noted that he was Chair of the Sub-Committee in the past. Ms. Vidal-Napier stated that a report was created that showed the percentage of businesses that did not want to recertify. Ms. Cronell stated that she created a spreadsheet in the past. The Committee agreed to hold the Sub-Committee meetings beginning in January. Mr. Walker challenged the Committee to attend the Goal Setting Meetings or any of the other meetings to advance their knowledge of what OEBO, or the County, is putting forward so they could be a better resource for their colleagues.

Ms. Angelo expressed concern that companies need help with staying open and feels the Committee's resources are better used to help companies with their challenges. Mr. Johnson agreed with Ms. Angelo and proposed that the Committee splits into two Sub-Committees.

An extensive discussion between Committee members regarding how the Committee could be a resource for the small business sector as well as the duties of the Sub-Committee. Ms. Davis Johnson explained that the office has been tasked with creating a Continuity Survey for all registered and certified businesses, which will give the OEBO a better understanding of the needs of local businesses.

VI. DIRECTOR'S COMMENTS

Ms. Davis Johnson reminded the Committee that on Friday, October 23, the Palm Beach Partners are hosting the Spotlight on Vendors virtual meeting at 6:00 pm and invited them to attend. The link will be shared with them to register.

VII. COUNTY ATTORNEY'S COMMENTS

None.

VIII. PUBLIC COMMENTS

None.

IX. ADJOURNMENT

Meeting adjourned at 9:22 a.m.