

OFFICE OF EQUAL BUSINESS OPPORTUNITY ADVISORY COMMITTEE MEETING
Wednesday, June 19, 2019
Minutes

Members Present:

Doris Pastl
Amy Angelo
Juan Pagan
Scott Johnson, Chair
Denise Albritton
Robert Waite
Javin Walker
John Elliott
Bonnie Horner
Seabron Smith
Aida Vidal

Staff Present:

Tonya Davis Johnson, Director
Chelsea Koester, Assistant County Attorney
Angie Whitaker, SBDS II
Michelle Han, Administrative Secretary

Guests

None

Members Absent: Lorna Anderson, Carole Hart, Lillian Reyes, Courtney McKenzie Newell.

Vacant Seats: None.

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 June 19, 2019.

Motion by Javin Walker, seconded by Seabron Smith, motion passed unanimously.

C. Adoption of Minutes for May 15, 2019

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

II. COMMITTEE MEMBER UPDATE

Tonya Davis Johnson noted that OEBO was informed by SCORE that Bonnie Horner was leaving the organization and her seat would become vacant. Ms. Horner stated that she is not leaving the organization, but SCORE is undergoing a transition and she is working with SCORE to resolve the matter.

Seabron Smith questioned the organizational assignments for seats Seat 13 – Financial Institution that Assists Small Business and Seat 15 – Professional Services Organization and Ms. Davis Johnson noted they were correct.

Ms. Davis Johnson mentioned that the following seats are coming up for reappointment: 2- Certified Hispanic Business Owner, 10 – Minority Contractor and 11 – Associated General Contractors held by Aida Vidal, Javin Walker and Scott Johnson. The documents will be prepared for the August 20th Board of County Commissioners Meeting.

Scott Johnson asked if we were at full complement and Ms. Davis Johnson noted we were at full complement.

III. OLD BUSINESS

A. OEBO Outreach Activity Report

Angie Whitaker presented the June outreach activity reports.

IV. NEW BUSINESS

Ms. Davis Johnson asked if everyone received the Approved Waiver Listing and all members confirmed receipt of the listing via email.

Juan Pagan asked to explain what the term waiver meant. Ms. Davis Johnson replied that a department can request a waiver of the API's, for a specific solicitation. The departments have to do their due diligence to identify availability for that particular commodity. The waiver is granted when there aren't sufficient available S/M/WBE's to respond to the solicitation. After the due diligence is done, OEBO reviews the request to make sure there isn't sufficient availability, because, when there isn't any sufficient, you cannot apply an API to a particular solicitation. What we've done is put together a report to show the commodity codes and the description of the service that departments are seeking waivers.

Mr. Johnson ask for the total amount of vendors in the small business program. Ms. Davis Johnson noted there were 596. After review of the OEBO Vendor Dashboard, the total number of certified vendors as of June 19, 2019, is 582. Mr. Johnson said that would be a good benchmark to begin tallying certified vendors broken down by type i.e., S/M/WBE, and producing a quarterly report for the Advisory Committee.

Mr. Johnson also stated that Fiscal Year 2019 seems to have a lower number of construction based projects available than previous years. Ms. Davis Johnson said that she would reach out to David Ricks, County Engineer, and ask him to provide a forecast of upcoming opportunities that can be forwarded onto the Committee.

Javin Walker asked if all departments can supply a forecast listing and not just the engineering department. Ms. Davis Johnson said that she would reach out to all Departments Directors

and ask for a listing of forecasted construction opportunities to be placed onto the website and make available to the small business community.

There was an in-depth discussion regarding the Penny Sales Tax and where the money is actually being spent. Ms. Davis Johnson noted that on the County Website there is a link for the Penny Sales Tax/Infrastructure/Sales Tax/Capital Projects which shows all upcoming projects. It shows the project, the value, the age, the expected lifecycle and the district it is in. There are 20 pages of upcoming projects that can be viewed to see which projects are coming from which department.

V. COMMITTEE COMMENTS

Robert Waite asked if there was a program that the County had that would assist with the bonding process. Stating that a small business can get additional work if they were bonded for a larger amount. Ms. Davis Johnson noted there were workshops offered in the past by individuals who offered bonding information. Mr. Johnson stated that this would be a good opportunity for bonding firms to come and teach up and coming vendors the bonding process. Ms. Davis Johnson said we can look for workshop presenters in the bonding process, but we cannot bring in a company that expects to write the bonds. Ms. Vidal mentioned an email she received from Florida Department of Transportation (FDOT) regarding bonding. She stated that she will share the information she received from FDOT with staff. Ms. Davis Johnson said we will reach out to FDOT regarding their program.

Ms. Davis Johnson mentioned that the bond waiver program needs to be pushed because if you are coming in and you get a \$200,000 bond waived, as you grow and do the work you are building capacity and, therefore, that should help you to move forward and obtain higher bonds. It was noted that it's a starting point by several Committee members.

Mr. Smith reminded everyone that the Business Matchmaker Conference will be held on September 20th at the Kravis Center.

VI. DIRECTOR'S COMMENTS

None.

VII. COUNTY ATTORNEY'S COMMENTS

None.

VIII. PUBLIC COMMENTS

None.

IX. ADJOURNMENT

Meeting adjourned at 9:18 a.m.