

OFFICE OF EQUAL BUSINESS OPPORTUNITY ADVISORY COMMITTEE MEETING
Wednesday, February 16, 2022
Minutes

Members Present:

Javin Walker, Chair
Lorna Anderson, Vice Chair
John Elliott
Clementine Fleuranvil
Scott Johnson
Juan Pagan
Doris Pastl
Denise Albritton
Robert "Geoff" Waite

Staff Present:

Tonya Davis Johnson, Director
David Behar, Assistant County Attorney
Allen Gray, Manager
Antonia Smith, Public Info. and Outreach Coordinator
Yamel Vasquez, Contract Analyst
Angela Smith, SBDS III

Members Virtual:

Courtney McKenzie Newell
Jerry Steinberg
Aida Vidal-Napier
Carole Hart
Seabron Smith

Guest:

None

Members Absent: Amy Angelo

Vacant Seats: None.

I. CALL TO ORDER

Meeting called to order at 8:31 a.m. by Vice-Chair, Lorna Anderson.

A. Roll Call

Roll called by Michelle Han. Quorum present.

B. Adoption of Agenda for February 16, 2022 Meeting

Motion by Scott Johnson, seconded by Juan Pagan motion passed unanimously.

C. Adoption of Minutes for November 17, 2021 Meeting

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

D. Introduction of Guests

None.

II. COMMITTEE MEMBER UPDATE

Tonya Davis Johnson stated the Committee is at full complement. Ms. Davis Johnson announced that Seat 6, Business Incubator Representative, held by Jerry Steinberg, Seat 7, Hispanic Business Organization, held by Juan Pagan and Seat 13, Financial Institution that Assists Small Business, held by Seabron Smith, are up for renewal in June 2022 and asked if they wished to continue serving on the Board. All agreed, but Mr. Steinberg said he would check with the organization and let us know by week's end.

Ms. Davis Johnson also noted that Seat 2, Certified Hispanic Business Owner, held by Aida Vidal-Napier, Seat 10, Certified Minority Contractor, held by Javin Walker, and Seat 11, Associated General Contractor, held by Scott Johnson, were up for renewal in September. Ms. Davis Johnson apprised Ms. Vidal-Napier that her seat will need a new representative as her term will be expiring and Mr. Johnson would check with the organization to notify them of the need for a new representative. Mr. Walker agreed to renew his term.

Ms. Davis Johnson also informed Mr. Waite, Seat 4, Certified White Business Owner, he has exceeded his tenure and the seat will need a new representative.

Mr. Walker asked what happens when a Committee Member has served the full term. Ms. Davis Johnson indicated that a Certificate of Appreciation Award from the District Commissioner is presented at an upcoming Board of County Commissioners Public Meeting.

Ms. Davis Johnson consulted with Mr. Behar if the Advisory Board Meetings can continue in a hybrid fashion due to extenuating circumstances and it was determined it was the preference of the Committee as long as there was 25% members present per the County Ordinance. Motion by Jerry Steinberg, seconded by Lorna Anderson, and passed unanimously, to continue the meetings hybrid.

III. OLD BUSINESS

A. OEBO Outreach Activity Report

Antonia Smith discussed the past outreach/training events and spoke of the attendance at the events. Ms. Smith also spoke about the 2022 outreach calendar.

B. Small Business Certification Status Report

Yamel Vasquez presented the Certification Report and discussed the different class indicators.

Ms. Vasquez presented and discussed the Expired Vendor listing and mentioned that this was a priority of the Recertification Sub-Committee. She also presented a report showing 310 active certified vendors that are not participating in the program, i.e. not bidding or don't

have active awards to them, and feels it would be good outreach if the Committee would contact these vendors to see how the Committee can help them to understand and possibly bid on future projects.

Ms. Davis Johnson notified the Committee that a survey was sent out and out of the 310 vendors only 17 responded. The survey was three questions: Why have you not responded to solicitations? How can OEBO help you? What do you believe are your challenges?

Ms. Davis Johnson asked Ms. Vasquez to show an additional column on the Expired Vendors Listing showing if they have an active application in process, so the Sub-Committee will know not to contact those vendors.

Mr. Johnson asked out of the expired vendors how many have graduated the program. Ms. Davis Johnson stated that we can run a separate graduation report, but some of the expired vendors may know that they will graduate and chose not to renew.

Mr. Walker stated when the Committee began there was a lot of work involved and some members pushed back, but what OEBO has accomplished in that timeframe with technology and giving the Committee a useful package to help pinpoint which vendors to contact is notable.

IV. NEW BUSINESS

Ms. Davis Johnson reiterated the multi-agency certification fair in April. Ms. Davis Johnson asked the Committee if there were any other initiatives they would like OEBO to host, none were mentioned.

V. COMMITTEE COMMENTS

Ms. Hart mentioned previously when the Sub-Committee reached out to the vendors, the vendors were appreciative and we should break up the listing of the 310 vendors so it does not seem as daunting.

Mr. Waite asked which business might be bondable. Bonding for a small business can help them grow. Can OEBO host a bonding session for SBE's?

Mr. Pagan reiterated about the Sub-Committee duties, noting that there may be some hand holding due to cultural differences.

Ms. Pastl asked that we permanently add Recertification Sub-Committee Update to the agenda, under New Business.

Mr. Walker congratulated Ms. Newell for being acknowledged as The Young Professionals of the Year for 2020. As well as, thanked staff for their commitment to the small businesses of

Palm Beach County and thanked the Advisory Members for their commitment to the Advisory Board.

VI. DIRECTOR'S COMMENTS

Ms. Davis Johnson stated that the Recertification Sub-Committee Update would be added to the agenda moving forward. She thanked the members who have served their maximum term. She will speak with those members regarding a replacement. Mr. Walker asked if this would be their last meeting and Ms. Davis Johnson said no.

VII. COUNTY ATTORNEY'S COMMENTS

None.

VIII. PUBLIC COMMENTS

None.

IX. ADJOURNMENT

Meeting adjourned at 9:38 a.m.