

**OFFICIAL MEETING MINUTES
OF THE
OFFICE OF EQUAL BUSINESS OPPORTUNITY
GOAL SETTING COMMITTEE**

APRIL 17, 2024

**WEDNESDAY
3:30 P.M.**

**50 SOUTH MILITARY TRAIL
WEST PALM BEACH, FL**

MEMBERS:

Mark Broderick, Facilities Development and Operations (FDO)
Tonya Davis Johnson, Division Director V, Office of Equal Business Opportunity (OEBO),
Chair
Keith Clinkscale, Division Director V, Office of Financial Management & Budget (OFMB)
Ryan Maher, Assistant County Attorney I
Melody Thelwell, Purchasing Director, Purchasing
Brenda Znachko, Division Director III, OFMB

COUNTY STAFF PRESENT:

Sandra Feliciano, Contracts/Grants Coordinator, Environmental Resources Management
(ERM)
Gary Goode, Division Director I, ERM
Megan Harp, Administrative Assistant II, OEBO
Irwin Jacobowitz, Division Director V, Purchasing
Holly Knight, Senior Professional Engineer, Engineering and Public Works
Deirdre Kyle, Small Business Development Specialist III, OEBO
Shawna Larose, Division Director I, Airports
Gilberto Massari, Buyer, Purchasing
Kristen Monnett, Purchasing Manager, Purchasing
Terry Newton, Small Business Development Specialist II, OEBO
Richard Sena, Assistant County Attorney I
Angela Smith, Small Business Development Specialist III
Yamel Vasquez, Contract Manager, ERM
Jonathan Washington, Senior Buyer, Purchasing

PRESENT VIA WEBEX:

Nicole Davis, Small Business Development Specialist I, OEBO
Allen Gray, Small Business Development Manager, OEBO
Kenisha James, Financial Analyst II, OEBO
Theresa Lawrence, Small Business Development Specialist I, OEBO
Ann McNeil, MCO Construction
Antonia Smith, Outreach and Public Information Coordinator, OEBO

Peggy West, MCO Construction
Angie Whitaker, Small Business Development Specialist II, OEBO

CLERK OF THE CIRCUIT COURT & COMPTROLLER'S OFFICE STAFF PRESENT:

Danielle Freeman, Deputy Clerk
Chayanne Munet, Deputy Clerk

ALSO IN ATTENDANCE:

Andre Morgan, Bright & Clear Soft Pressure Cleaning

I. Call to Order

The chair called the meeting to order at 3:29 p.m.

Ms. Harp called the roll.

Present: Mark Broderick, Tonya Davis Johnson, Keith Clinkscale, Ryan Maher, Melody Thelwell, and Brenda Znachko

Absent: None

Ms. Johnson recognized the Webex attendees.

II. Adoption of the April 17, 2024, Agenda

MOTION to adopt the agenda. Motion by Keith Clinkscale, seconded by Brenda Znachko, and carried 6-0.

III. Approval of April 3, 2024, minutes.

MOTION to approve the April 3, 2024, Minutes. Motion by Keith Clinkscale, seconded by Ryan Maher, and carried 6-0.

Ms. Johnson recognized several attendees who had joined the meeting. Additional attendees.

IV. Review of Projects

1. Project: Aquatics Deck Furniture – PARKS – \$170,000

Ms. Murphy provided details on the proposed project recommendations.

Ms. Znachko requested clarification on the worksheet details and asked that the worksheet be updated before the next meeting.

Ms. Murphy provided the committee with clarification on the vendor.

Discussion ensued.

Ms. Johnson stated that the project would be postponed until the next Goal Setting Committee (GSC) meeting to correct the goal-setting worksheet and to reflect the availability of Everglades Trading as a vendor that could provide the requested goods.

MOTION to postpone Item 1 until the next GSC meeting. Motion by Keith Clinkscale, seconded by Melody Thelwell, and carried 6-0.

2. Project No: 24-061/DJ Terminal Door Replacement – PBIA – \$400,000

Ms. Larose discussed the details of the proposed project.

Mr. Newton said the OEBO agreed with the recommendation.

MOTION to adopt the SBE Price Preference. Motion by Keith Clinkscale, seconded by Melody Thelwell, and carried 6-0.

CITATION: 2-80.27(5)(f)

3. Project No: Larvicide and Growth Regulator, Purchase and Delivery of – ERM – \$600,000

Ms. Vasquez provided an overview of the project.

Mr. Newton said the OEBO agreed with the recommendation.

Ms. Jonson inquired about the vendor for the project.

Discussion ensued regarding SBE availability, the budget, and the length of the project.

MOTION to adopt the SBE Price Preference. Motion by Keith Clinkscale, seconded by Brenda Znachko, and carried 6-0.

CITATION: 2-80.27(5)(f)

4. Project No: 2024504 CR 880 from Dr. Martin Luther King Jr. Blvd to SR 80 – ENG – \$3,000,000

Ms. Knight provided an overview of the project.

Ms. Smith said the OEBO agreed with the recommendation.

Ms. Thelwell inquired about team selection.

Ms. Knight provided additional details on the three-team selection while explaining the rationale for the utilization of three teams.

Ms. Thelwell inquired about the responsibilities of the teams, and Ms. Knight explained that each team would provide feedback on its portion of the project.

Discussion ensued.

Responding to Mr. Jacobowitz, Ms. Knight provided additional details regarding the proposed project, including the total cost.

Ms. Znachko recommended that Ms. Knight consult the County Attorney regarding the legality of contracting vendors for dual purposes.

Mr. Clinkscale and Ms. Knight discussed how teams would receive their credits and if the credits would be distributed among the teams based on contributions.

Ms. Johnson discussed the possibility of utilizing one vendor's studies and recommendations, and she proposed that the item be postponed until the next GSC meeting.

MOTION to postpone Item 4 until the next GSC meeting. Motion by Keith Clinkscale, seconded by Melody Thelwell, and carried 6-0.

V. OLD BUSINESS

No old business was discussed.

VI. NEW BUSINESS

S/M/WBE Project Update Success Stories

No comments were made.

VII. COMMITTEE COMMENTS

No comments were made.

VIII. DIRECTOR'S COMMENTS

Ms. Johnson reminded everyone about the upcoming events for small business week, which would begin on April 29, 2024.

IX. PUBLIC COMMENT

No comments were made.

X. ADJOURNMENT

At 3:54 p.m., the chair declared the meeting adjourned.