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## Florida Advisory Council on Small and Minority Business Development

### MEETING MINUTES

January 8, 2014

2:00 p.m. – 3:00 p.m.

#### **Welcome & Introductions:**

Chair Gonzalez welcomed everyone to the meeting. **IN ATTENDANCE:** Cheryl Gonzalez, **Chair** - (University of North Florida), Dale Coxwell (Coastal Steel, Inc.), Pamela Hart Frazier (Palm Beach County), Wendy Grey (Wendy Grey Land Use Planning LLC), Carlos Rodriguez Maverick Constructors, Inc.), Anne-Marie Richards (Office Depot), George Owen (Regions Bank), Christine McMillon (Ensync Diversified Management Services, Inc.) and Rhett Frisbie (Department of Lottery). Also in attendance was the Office of Supplier Diversity Staff – Denise Wright-Administrative Assistant I who recorded the minutes.

**NOT IN ATTENDANCE:** Barbara Rhodes Melvin (Wells Fargo Bank) -Excused, Jay Narang (GDKN Corporation) - Excused, Ben Harris (City of Tallahassee), Malik Ali (FMSDC), Augusto Sanabria (Hispanic Business Initiative Fund of Florida) - Excused, Samuel Newby (PepsiCo) and James Sanders (Nationwide Insurance Company).

**Guest:** Sheena Ferguson – Vice President, FAMBEO

**Agenda Modification/Adoption:** Mr. Owen moved to adopt the agenda. The motion was seconded by Ms. Grey. The agenda was accepted and approved by the Council.

**Adoption of Minutes from the November 6, 2013 Meeting:** Mr. Rodriguez moved to adopt the minutes. The motion was seconded by Ms. Frazier. The minutes were accepted and approved by the Council.

**Department of Management Services, OSD Update:** Ms. Rock, Executive Director or Designee

- No report.

**Council Chair Update:** Cheryl Gonzalez, Diversity Officer, University of North Florida

- Ms. Gonzalez stated the Council has been moving along with work pertaining to the G6 Group including all entities that executed a MOU with Enterprise Florida about a year ago. The purpose of the G6 group is comprehensively look at what is going on with respect to procurement activities, capital access and policies that impact state business and impact small and minority businesses in particular.
- The G6 Group has been meeting quarterly with Enterprise Florida and the Department of Economic Opportunity. Most recently included in the G6 meeting was the Florida Small Business Development Center Network (FSBDCN).
- Ms. Gonzalez mentioned there has been talk about her being on the board of the FSBDCN and possibly the FSBDCN regaining a seat on the Advisory Council.
- Ms. Gonzalez stated there is a need to make sure the Legislative and Policy Committee is meeting because the sessions begin in March.
- Ms. Gonzalez stated a previous misconception about the DSO proposal was that the Council was trying to replace the Office of Supplier Diversity but that was not the intent.
- Ms. Gonzalez stated it is really helpful to have the two working groups, one dealing with public private procurement and the other one dealing with capital access, which met in November the week before Thanksgiving. The results of the meetings were given to the Council members and she requested that the members look over this information and provide feedback.

- Ms. Gonzalez stated the annual report was distributed by the deadline date. She thanked Ben Wolf of DMS Communications for finalizing the document.

**Reports and Actions Requiring Votes (As Applicable) (20 Minutes):**

- A. Public/Private Procurement and Access to Capital Working Groups**
  - 1. Anne Marie Richards (Procurement)**-Ms. Richards stated this group brainstormed and came up with recommendations they think will benefit small and minority businesses. They also discussed the need for benchmarking goals and the outcomes.
  - 2. Barbara Melvin and Augusto Sanabria (Capital Access)**- In their absence, Chairwoman Gonzalez provided an overview of their work from the summit meeting.
- B. State Agency Vendor Diversity-Rhett Frisbie, Committee Chair**-Mr. Frisbie stated some of the initiatives Ms. Richards spoke about are what he has been working on, including reaching out to DMS and increasing opportunities for small and minority businesses in state term contracts. Also, he said there are many ways state agencies can streamline the procurement process that will allow small and minority businesses to compete for larger value contracts without having to go through the legal complexities of the state's formal legislative process.
- C. Strategic & State Comprehensive Planning-Wendy Grey, Committee Chair.** Ms. Grey stated one of the statutory responsibilities of the Council is to look at how the state's comprehensive plan affects small and minority businesses. They have gone through each of the goals of the plan and the various policies and determined how it affect small and minority businesses and what the committee's recommendation is in terms of whether any further action would be necessary at this point. Ms. Grey suggested the plan be tabled until next month's meeting to give the Council a chance to review it.

**Stakeholder Commentary: Levi Williams, Esq., Levi Williams Law, Ft. Lauderdale Florida**

- Mr. Williams stated for many years small businesses and especially small minority businesses have been denied the opportunity to participate fully in subcontracting work. He proceeded to discuss his views on the matter of equity in state contracting.
- Mr. Williams stated the CFO is saying basically; "I'm going to invest in developing staffing that will go out and audit each of these contracts, and you the recipients are going to help me by making sure you have a contract manager that I will train. If you are a business entity, regardless of how big or small, and you receive an appropriation, you are going to have to have contract manager to facilitate the outcome for receiving a government contract.

**New Business:**

- ✓ **Meetings:** Mr. Frisbee made a motion to return to monthly meetings, the first Wednesday of every month. The motion was seconded by Ms. Frazier. The motion was accepted and approved by the Council.
- ✓ Ms. Gonzalez stated the Council must elect officers (chair and vice chair) annually and she will include that on next month's agenda.

**Next Scheduled Meeting: Wednesday, February 5, 2014, 2:00 p.m.-3:00 p.m.**

**Adjournment:** Mr. Frisbee made a motion to adjourn the meeting. The motion was seconded by Ms. Richards. The meeting was adjourned at 3:10pm.