



Florida Advisory Council on Small and Minority Business Development

MEETING MINUTES

May 7, 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), Wendy Grey (Wendy Grey Land Use Planning LLC), Barbara Rhodes Melvin (Wells Fargo Bank), Malik Ali (FMSSDC), Jay Narang (GDKN Corporation), George Owen (Independent Consultant), Dale Coxwell (Coastal Steel, Inc.), Anne-Marie Richards (Office Depot), Ben Harris (City of Tallahassee), Pamela Hart Frazier (Palm Beach County), Carlos Rodriguez Maverick Constructors, Inc.), Augusto Sanabria (Hispanic Business Initiative Fund of Florida), Samuel Newby (PepsiCo.) and Christine McMillon (Ensync Diversified Management Services). Also in attendance were the Office of Supplier Diversity Staff – Thad Fortune-MBE Administrator and Denise Wright-Administrative Assistant who recorded the minutes.

NOT IN ATTENDANCE: Rhett Frisbie (Department of Lottery), Julius Davis (VolAir Consulting Engineers) and James Sanders (Nationwide Insurance Company).

CALL-IN GUESTS:

Ms. Deborah Thompson–Jacksonville and Julio Rodriquez–Lee County Port Authority

State’s Strategic & Comprehensive Plan Approval: **Prepared by Wendy Grey:** Mr. Narang moved to adopt the **Plan**. The motion was seconded by Mrs. Frazier. The **Plan** was accepted and approved by the Council.

Comprehensive Working Group Report Approval: Ms. Grey moved to adopt the **Report**. The motion was seconded by Mrs. Melvin. The **Report** was accepted and approved by the Council and will be distributed as noted therein.

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

Adoption of Minutes from the March 5 & April 2, 2014 Meetings: Mrs. Frazier moved to adopt the minutes from the March 5 & April 2, 2014 Meetings. The motion was seconded by Ms. Richards. The minutes were accepted and approved by the Council.

Department of Management Services, OSD’S Update: Mr. Fortune, MBE Administrator

- Mr. Fortune stated the outreach activities under Ms. Rock have picked up a great deal. On **April 24-25, 2014**, OSD staff members participated in the Moffitt Cancer Center’s Small Business Conference; **May 14-16, 2014**, the University of South Florida’s Event (Tampa Regional); **May 22, 2014**, the Tallahassee Business Regional MatchMaker will take place with partners: Florida A&M University’s Small Business Development Center, Florida State University, the City of Tallahassee, Leon County and Leon County School Board. On **June 6, 2014**, OSD staff will participate in the Southwest Florida Regional MatchMaker that will take place at Florida Gulf Coast University; **June 18, 2014**, staff will participate in the Central and North Florida’s Minority Supplier Development Council’s Opportunity Fair and Conference and **July 18, 2014**, staff will participate in the Polk County Minority Business Trade Fair.
- Mr. Fortune stated under Ms. Rock’s direction, OSD’s vendor data base is being upgraded.

- Also, under Ms. Rock's direction, DMS Inspector General's Office is doing a Business Process Mapping Plan for OSD in which we hope the recommendations that come out of the audit will provide OSD with greater access to provide services to the minority vendors throughout the State.
- Mr. Fortune stated OSD is trying to increase the veterans outreach activities and the office is in contact now with the Small Business Development Center to become a part of their outreach activities to veterans as well as small businesses.
- OSD is in the process of working with the NAACP to become a partner in their economic opportunity seminars.

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

- Ms. Gonzalez stated she has been observing the **Legislative Session**, looking at what happened and what did not happen with respect to Council's recommendations.
- Ms. Gonzalez stated the **Micro-Finance Bill** had become part of the implementing bill despite flaws pointed out during a G6 meeting in Jacksonville, Florida hosted and led by Raise Florida Network and the Florida Coalition for Microenterprise Development.
- Ms. Gonzalez stated she will be in Tallahassee on May 17, 2014 attending the **Game Changers** summit coordinated by the NAACP. She will be a panelist representing the Council.
- Ms. Gonzalez thanked Ms. Grey for preparing the **State's Strategic & Comprehensive Plan Committee Report** and also to all members who participated in the committee meetings.
- She also thanked all who contributed to the final **Working Group** draft on **capital access** and **access to the marketplace through procurement** that will be distributed to all individuals who participated in this working group process including **Department of Management Service (DMS), Department of Financial Services (DFS), Department of Economic Opportunity (DEO), Enterprise Florida, Inc. (EFI), Florida Chamber Foundation (FCF), and University of North Florida's (UNF) Coggin College of Business.** Chairs included **Barbara Melvin and Augusto Sanabria (capital access), and Anne Marie Richards and Dale Coxwell (procurement).**
- Ms. Gonzalez reminded Council members that documents they received should also be shared with their constituents.
- Ms. Gonzalez mentioned it is time to start working on the **Annual Report.**

Committee Reports and Actions Requiring Votes (As Applicable):

- **Communications** – Ms. Gonzalez mentioned that Ms. Rock was still waiting to hear from the Governor's Office regarding the Council's request to adopt a Council logo, create business cards and have an electronic template for official correspondence. Meanwhile, she said she did not see a problem with members getting their own business cards as long as no state logo was attached. Mr. Coxwell stated he will prepare a Council logo and submit it at the next Council meeting.

Stakeholder Commentary – Mr. Julio Rodriguez, Lee County Port Authority

- ✓ Mr. Rodriguez stated on June 6, 2014, he will be co-hosting and participating in the Southwest Florida Regional MatchMaker in Ft. Myers at Florida Gulf Coast University.
- ✓ Mr. Rodriguez stated about two years ago, he was able to get the Lee County Port Authority Board to adopt a local WMBE program. He stated at the time he was receiving assistance from OSD.
- ✓ Mr. Rodriguez stated a lot of their projects are locally funded and they have federal programs but they do more with local state dollars than federal dollars.
- ✓ There are three small business programs within Lee County Port Authority: Airport Concessions, the Disadvantaged Business Enterprise Program and the WMBE Official Program.
- ✓ Mr. Rodriguez announced next month he will be speaking in Southwest Florida at the monthly meeting for the National Association of Women in Construction.
- ✓ Contact information for Mr. Julio Rodriguez: Phone Number: 239.590.4625, E-mail Address: jarodriguez@flyphca.com, Web Address: <http://www.flyphca.com>

Next Scheduled Meeting: Wednesday, June 4, 2014, 2:00 p.m.-3:00 p.m.

Adjournment: