



Florida Advisory Council on Small and Minority Business Development

MEETING MINUTES December 03, 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), Pamela Hart Frazier (Palm Beach County), Wendy Grey (Wendy Grey Land Use Planning LLC), Augusto Sanabria (Hispanic Business Initiative Fund of Florida), Samuel Newby (PepsiCo), Anne Marie Richards (Office Depot), Ben Harris (City of Tallahassee), Jay Narang (GDKN Corporation), Barbara Rhodes Melvin (Wells Fargo Bank), Malik Ali (FMSDC), Christine McMillon (Ensync Diversified Management Services) and Carlos Rodriguez (Maverick Constructors, Inc.). Also, on the call were the DMS/OSD staff members Thad Fortune-MBE Administrator and Denise Wright, Administrative Assistant who recorded the minutes.

NOT IN ATTENDANCE: George Owen (Independent Consultant), Rhett Frisbie (The Florida Bar), Julius Davis (VoltAir Consulting Engineers) and Dale Coxwell (Coastal Steel, Inc.).

GUESTS: Mr. James Muwakkil-President of the Lee County NAACP; Dr. Darryl Clare-Community Connection Services, Inc., Ft. Myers, Florida, and Mr. Eric Clare-Managing Partner at Digital Concepts.

Adoption of Minutes from the Meetings October 1st, October 21st, November 5th and November 20th:

Mr. Ali moved to adopt all of the above minutes. The motion was seconded by Ms. Melvin. The minutes were accepted and approved unanimously by the Council.

Agenda Modification/Adoption: Ms. Richards moved to adopt the agenda with the modification of the meeting dates for 2015. The motion was seconded by Mr. Rodriguez. The agenda was accepted and approved unanimously by the Council with the modifications.

Department of Management Services, OSD'S Update, Thad Fortune:

- Mr. Fortune stated there are **5,316** certified vendors with the OSD program.
- Mr. Fortune stated OSD staff is diligently pulling together information for the annual report which is due to the Governor, Senate President, Speaker of the House, and other elected officials by February 1st.
- Mr. Fortune stated this year the expenditures will be down because OSD did not receive yearly information from the universities.
- Mr. Fortune announced the City of Ocala has contacted OSD about accepting OSD's certifications and operating under the State of Florida's Statute 287 as far as the minority business program is concern. OSD will be conducting several training sessions with them starting the New Year.
- OSD will be conducting a comprehensive recruitment plan with the top 10 MBEs that are *not* certified to seek their registration as a certified minority vendor.
- Mr. Fortune stated OSD has identified the six Regional MatchMaker events for the calendar year 2015. OSD also encouraged Council members to attend a Regional MatchMaker when in their respective area.
- Mr. Narang requested that "as OSD identifies the minority-owned companies that are winning contracts with the State of Florida....to share that information with the Council." Mr. Fortune agreed to provide said information.

Council Chair/Vice Chair's Update:

- Ms. Gonzalez asked Ms. Melvin to ascertain the existence of a Legislative Women's Caucus.
- Ms. Gonzalez stated the Council the Working Group Report was complete except for graphics.
- Ms. Gonzalez said "hopefully" the Council will have more members present at next year's State of Florida Summit, which is sponsored by the Florida Chamber of Commerce. She noted that every major stakeholder in business and economic development were present, state officials and Chamber Foundation executives.
- Ms. Gonzalez spoke with Ben Wolf regarding three reports that the Council expected to produce by year-end. The reports are the Annual Report, the Working Group Report on Access to Capital & Access to Procurement for Florida, and the Recommendations of the State's Comprehensive Plan as it relates to small and minority businesses.
- Ms. Gonzalez stated the Council now has its own logo and that the report, approved in October, will be issued.

Old Business and Actions Requiring Votes:

- A. Amendment to Council By-Laws and Procedures:** Ms. Frazier stated Ms. Gonzalez changed item 4 to; having the public speak for 1 minute instead of three minutes on the conference call meeting. After Ms. Frazier read over the 5 points, Ms. Gonzalez suggested a language change for the public to speak 1 to 3 minutes at the Council's discretion. The Council discussed this and decided to let the public speak for up to 3 minutes. *Adoption of the By-Laws and Procedures:* Mr. Narang moved to adopt the By-Laws and Procedures as amended with the procedures for handling guest remarks and commentary. The motion was seconded by Mr. Rodriquez. The minutes were accepted and approved unanimously by the Council.
- B. Policy Recommendations for 2015:** Establishing a DSO, realigning the definition of a small business in the State of Florida, reconfiguring the current micro-finance legislation, authorizing a budget for the Council per state statute for travel and per diem expenses only, and designating FAMBEO as the state's entity for training procurement officials were discussed. Following discussion, Mr. Harris moved to adopt the 2015 Policy Agenda. The motion was seconded by Ms. Frazier. The 2015 Policy Agenda was accepted and approved unanimously by the Council.
- C. Comprehensive Plan Recommendations:** Ms. Grey stated she will continue to work on the Plan's recommendations. She will forward a "clean" copy of the report to Ms. Wright for distribution to Ms. Gonzalez.
- D. Annual Report:** Ms. Gonzalez stated she will complete and forward a draft of the annual report by Friday.
- E. Blog Request Update:** Mr. Fortune stated Mr. Wolf has not spoken to him about the blog request. Ms. Gonzalez stated it will remain on the agenda.
- F. Committee Meeting Dates:** Ms. Wright stated Ms. Melvin would like for the Research & Emerging Trends Committee dates to remain the 3rd Tuesday in every month, 2-3pm. Also, the following committees would like to meet on an as-needed basis: Legislative & Policy, By-Laws, State's Strategic & Comprehensive Planning and the Executive Committees. Ms. Gonzalez asked Council Members to visit the web page and review Council information. Also, she asked Mr. Fortune to speak with Mr. Wolf regarding placement of Council link on the left side of the OSD web page.

Adjournment

Meeting Adjourned at 3:07 p.m.

Next Scheduled Meeting: Wednesday, January 7, 2014, 2:00 p.m. – 3:00 p.m.