



Florida Advisory Council on Small and Minority Business Development

MEETING MINUTES

March 4, 2015

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), Jay Narang (GDKN Corporation), Pamela Hart Frazier (Palm Beach County), Ben Harris (City of Tallahassee), Barbara Rhodes Melvin (Wells Fargo Bank), George Owen (Independent Consultant), Rhett Frisbie (The Florida Bar), Christine McMillon (Ensync Diversified Management Services), Malik Ali (FMSDC), Julius Davis (VoltAir Consulting Engineers), Anne Marie Richards (Office Depot) 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: Augusto Sanabria (Hispanic Business Initiative Fund of Florida) and Wendy Grey (Wendy Grey Land Use Planning LLC).

Agenda Modification/Adoption: Ms. Melvin moved to adopt the agenda. The motion was seconded by Ms. Richards. The agenda was accepted and approved unanimously by the Council.

Adoption of Minutes from the February 4, 2015 meeting: The minutes were revised to reflect the vote for the Council to attend the event in Fort Lauderdale, April 14th. Ms. Melvin moved to adopt the minutes with the revision. The motion was seconded by Ms. Richards. The minutes were accepted and approved unanimously by the Council.

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

- Mr. Fortune stated there are **5,310** certified vendors in OSD's vendor database. OSD has prepared a query to check quarterly to see what OSD is doing on new certifications. Also, looking back at the last two quarters, OSD staff has certified **924** new companies since July 1, 2014.
- Mr. Fortune stated the February 12th Northwest Regional in Pensacola, Florida was a success with approximately **75** attendees. Mr. Fortune said for Northwest Florida this number is good because of the limited amount of certified firms that are located in the Northwest Florida area. There were approximately **125** One-On-One Appointments conducted with the State Agencies, Universities and entities within the Northwest Region.
- Mr. Fortune stated OSD is now working on the Northeast Florida Regional Business MatchMaker which will be held in Jacksonville, Florida on March 12, 2015. Also, Mr. Fortune said we are happy that Council Chair Gonzalez works at the University of North Florida and she will bring greetings and an update on Council activities. Approximately 22 agencies, universities and local entities have confirmed their participation in the One-On-One Sessions.

It was discussed in the last Diversity Working Group Meeting that OSD van pool from Tallahassee to Jacksonville with the agencies splitting the cost of the van. It will be a one-day trip with the van leaving Thursday morning, March 12, 2015 and returning after the event is over at 4:00 p.m.

Mr. Fortune stated OSD has heard from several businesses in the Jacksonville area as to opportunities they thought might be considered to participate at the event and two were food trucks. He directed them to contact the Director of Purchasing to see if the food trucks would be allowed to come and be available at

lunch time so the participants of the event would have options for lunch because lunch is not served at this event.

Mr. Fortune stated the Northeast part of Florida has a large constituency of service-disabled veterans and veteran-owned companies. Therefore, the Department of Military Affairs will be conducting a workshop on How to do Business with Military Affairs that morning and One-On-One Sessions that afternoon. The Department of Veterans' Affairs of Largo, Florida will send a representative from Daytona Beach to participate in the One-On-One Sessions to talk about purchases needed for veteran nursing homes.

Ms. Gonzalez announced that at the Northeast Regional MatchMaker in Jacksonville, the University of North Florida's Coggin College of Business has agreed to pay for the continental breakfast.

- OSD expects to partner with the Southern Florida Minority Supplier Development Council (SFMSDC) as a participant with their event April 14-15, 2015 with a booth; participate in One-On-One sessions; conduct a workshop; promote this event to the State Agencies; and inquire about rates for government agencies.
- On March 18, 2015, OSD will partner with Turner Construction Management to conduct a workshop on "Doing Business with the State of Florida" and provide on-site certification.

Council Chair/Vice Chair's Update:

- A. **Policy Recommendations Update:** Ms. Gonzalez stated the Florida Coalition for Micro Enterprise Development has taken a life of its own. Mr. Cornell Crews from the Fort Lauderdale/Miami area will chair this entity and it will be administered through Karen Landry of RAISE Florida Network. Ms. Gonzalez stated there will be a meeting of the members of this group in April.
- B. **G6 Report:** Ms. Gonzalez previously distributed a full report to Council Members, which included a summary of Council activities and other G6 members who attended a meeting on February 12th in Orlando at Enterprise Florida. Persons who did not receive this report were asked to contact Denise Wright.
- C. **Legislative Session Perspectives:** Ms. Gonzalez stated that the Florida Small Business Development Center Network Advisory Board and several of their members throughout the State will meet in Tallahassee this week as part of Capitol days with the Florida Chamber of Commerce. Also, she said information was sent to Council members regarding the Florida Chamber of Commerce's legislative agenda and what they are doing with respect to small businesses. Ms. Gonzalez announced that a meeting was scheduled in Tallahassee tomorrow, March 5th with State Senator Geraldine Thompson. Because of other conflicts, she asked if any Council member could meet with the Senator instead. Since no members could meet, Chair Gonzalez said she would see if she could conduct the meeting via conference call.
- D. **Communications Plan and Status Update on Council's Homepage:** Ms. Gonzalez stated the Council reports were uploaded, however, navigating to find the Council's work was still an arduous task and difficult. For example, in order to find the Council's work one must know to search via the Florida Office of Supplier Diversity and once there, search the page to discover a link at the very bottom right hand side for more information. Further, "More Information" in no way describes what's there and people can easily skip the page and think nothing is there. She plans to meet with the Secretary who received the Council's recommendations for homepage changes.

Stakeholder Commentary: Chelsea Jones, Vice President of Operations, SFMSDC

- Ms. Jones stated she is responsible for the MBE Certification Management with the SFMSDC.
- Ms. Jones thanked OSD for being a long-standing participant in the SFMSDC annual business Expo, and recognized Jay Narang as an active supporter who is involved with the SFMSDC as a certified MBE, as the MBE Committee Chair, and as a member of the Board of Directors.
- Ms. Jones stated their national office is located out of New York and it's one of the largest organizations in the United States, which consists of 1,800 corporate members. They have approximately 12,000 certified minority-owned firms across the nation.
- The SFMSDC covers the Southern Florida Region with 16 counties. They are the liaison between corporate America and government agencies for the certified minority owned businesses.
- The SFMSDC certifies minority-owned businesses, which are companies that are owned, operated and controlled by a qualifying group of ethnic minorities and who are United States citizens which are: Asian, African American, Hispanic, Native American and Asian Indian.
- SFMSDC administers programs and services including training, and they also hold MatchMaker events.

- One of SFMSDC major programs includes the FDOT DBE Specialized Development Program. The FDOT has a budget of approximately \$11 billion and the program is primarily designed to help disadvantaged businesses do business with FDOT projects.
- SFMSDC also helps prime contractors find qualifying DBEs. The SFMSDC team comprises three FDOT consultants.
- The SFMSDC has a Loan Fund program for its certified MBEs. SFMSDC has a Technical Assistance Program where they provide free Legal services, Marketing & Business Development and Accounting & Business Compliance for MBEs. Additional information can be found on the SFMSDC website: <http://www.sfmsdc.org>
- This year the SFMSDC is celebrating their 40th year anniversary by conducting the 30th Annual Business Expo, April 14-15, 2015 at the Broward County Convention Center, Fort Lauderdale, Florida. This Expo is SFMSDC's premier activity that draws business leaders and corporations from across the state and around the country. The Expo will consist of a FDOT Boot Camp, CEO Forum, a Business Alliance Reception, Big Data Workshop, Luncheon with a keynote speaker (Mike Fernandez) and a Trade Fair.
- The SFMSDC is also having a Business Familiarization (FAM) Tour, which is (by invitation only). This is an Enterprise Florida effort designed to attract/relocate nationally recognized small and minority businesses to Florida and/or help them expand especially in Southern Florida that is supported by G6.

Old Business and Actions Requiring Votes:

- A. State Comprehensive Plan Implementation Plan Review:** Ms. Gonzalez asked Denise Wright to resend the minutes from the SCP meeting in absence of Chair Wendy Grey who was excused.
- B. State Agency Vendor Diversity Committee Update:** No update.
- C. Strategic Planning Session Ideas (SPS):** Ms. Gonzalez asked members to look over the Council's original strategic plan report and consider what has been accomplished to date and make updates. She will forward the meeting's agenda planned in Fort Lauderdale.
- D. Call for Appointment Recommendations:** Ms. Gonzalez asked members nominate individuals to fill Council vacancies to Denise Wright who will advance them to Secretary Chad Poppell.

Next Scheduled Meeting (Strategic Planning Session): Tuesday, April 14, 2015, Fort Lauderdale, Florida, 10:00 a.m.-2:00 p.m., Registration Fee for the Council is \$110.00:

- ✓ When you register, let them know you are a member of the Council and will be participating in the Strategic Planning Session and meeting from 10 a.m.-2 p.m. so you can get the special rate of \$110.00.

Adjournment

Meeting Adjourned 3:15 p.m.