



---

## Florida Advisory Council on Small and Minority Business Development

### MEETING MINUTES

June 10, 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), Malik Ali (FMSDC), Julius Davis (VoltAir Consulting Engineers), Carlos Rodriguez (Maverick Constructors, Inc.), Christine McMillon (Ensync Diversified Management Services), Anne Marie Richards (Office Depot) and Barbara Rhodes Melvin (BMR-Melvin Consulting). 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), Wendy Grey (Wendy Grey Land Use Planning LLC), Rhett Frisbie (The Florida Bar) and George Owen (Independent Consultant).

**Agenda Modification/Adoption:** Mr. Narang moved to adopt the agenda. The motion was seconded by Mr. Ali. The agenda was accepted and approved unanimously by the Council.

**Adoption of Minutes from the May 6, 2015 meeting:** Mr. Rodriguez moved to adopt the minutes. The motion was seconded by Ms. Frazier. The minutes were accepted and approved unanimously by the Council.

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

- Mr. Fortune stated over the last thirty days, OSD has certified **5,237** companies which is an increase from last month of 200 companies. Mr. Fortune stated the increase was because of the extensive outreach efforts from the Secretary's office.
- Mr. Fortune announced that OSD has completed the 2015 Florida Business MatchMakers. He also thanked Council Member Barbara Melvin for attending the Southwest Florida Business MatchMaker in Fort Myers, Florida.
- Mr. Fortune mentioned OSD is in the process of identifying locations and dates for the Business MatchMakers for fiscal year 2016.
- OSD staff will be attending the Polk County Business Expo, July 31, 2015 and the Central Florida Purchasing Council event in Orlando, August 5-8, 2015.
- OSD will continue to conduct outreach efforts to bring in more companies to become certified and participate in the State's Procurement process.
- Mr. Fortune stated Secretary Poppell is aware of the vacancies on the Advisory Council and he will be meeting with various Chambers to explain to them the opportunities and he wants to continue reviewing the statutes as to how the statutes is outlined and who should be on the Council both from a professional standpoint as well as geographical. DMS is in contact with some of the local Chamber of Commerce as well as all Minority Business Chambers of Commerce. OSD is waiting on a response from the Asian Chamber of Commerce in Orlando.
- Mr. Fortune asked the Council to identify and provide contact information on Chambers in their area to him or Denise Wright in support of Secretary Poppell's and Ms. Erin Rock's outreach efforts to fill Council vacancies.

### **Council Chair's Update:**

- Ms. Gonzalez stated two meetings scheduled with Secretary Poppell would be rescheduled due to work priorities and the special Legislative session, respectively.
- Ms. Gonzalez noted the importance of maintaining Council proceedings to document its work, progress and accomplishments.
- During the Council's Strategic Planning meeting last month in Fort Lauderdale, Ms. Gonzalez reported on discussion ensuring that the Enterprise Florida Council representative presented during EFI's board meetings. Mr. Julius Davis agreed to make the presentation to Enterprise Florida; however, he needed some bullet points.
- Ms. Gonzalez asked all Council members to get engaged if there is something going on in your area and you can speak up about the Council, please do so and bring back any issues to the Council.
- Ms. Gonzalez stated that the MaSBEC Division (Minority and Small Business Entrepreneurship Capital) for Enterprise Florida is a statutory requirement, which was incorporated into EFI's Capital Division under instead of a separate division as envisioned. She added that EFI has engaged in business inclusion at a higher level and increased its transparency with data-sharing and collaboration with G6 Group, which the Council is engaged.
- Mrs. Frazier participates as a part of G6 representing FAMBEO until its new president is appointed to the Council. Mrs. Frazier noted that FAMBEO will invite State Agency Procurement Directors and local governments to participate an American Contract Compliance Association's National Training Institute panel, August 29, 2015. Council member Ben Harris is on the planning committee with FAMBEO for the event.
- Mr. Julius Davis briefed us on Enterprise Florida's meeting held in Tampa. He said that Louis Laubscher reported on the SSBCI (State Small Business Credit Initiative) basically comparing how EFI has contributed toward promoting minority and small businesses throughout the State of Florida. In addition, Mr. Laubscher told how funds are allocated to the small businesses through loan guarantees; shared the organizational structure for capital access programs through the Florida Department of Economic Opportunities (DEO); and explained the difference between the loan support and venture capital through Enterprise Florida.

### **Old Business and Actions Requiring Votes:**

#### **A. Council Committees:**

- **Annual Report Committee:** Ms. Gonzalez stated the Annual Report is in progress. She also made a recommendation that all meetings be suspended for July and August so that the Council can work on the annual report. Ms. Melvin made a motion that all meetings be suspended for July and August. The motion was seconded by Ms. Frazier. The motion was accepted and approved unanimously by the Council.
- **Council Vacancies:** Ms. Gonzalez stated Secretary Poppell will contact the Governor as part of his efforts to appoint new members to the Council. Attrition is due to Council members' transition to new roles, change in work and business priorities, and term expirations.

### **Next Scheduled Meeting: Wednesday, September 2, 2015**

#### **Adjournment**

Meeting Adjourned 3:05 p.m.