



Meeting Minutes Feb. 3, 2016

Welcome & Introductions:

IN ATTENDANCE: Chair Cheryl Gonzalez (University of North Florida), Vice Chair Jay Narang (GDKN Corporation), Malik Ali (FMSDC), Rhett Frisbie (The Florida Bar), Christine McMillon (ENSYNC Diversified Management Services), Barbara Rhodes Melvin (BMR-Melvin Consulting),

From OSD: Hue Reynolds (Executive Director), Carmen Claudio (Administrative Assistant) and special DMS guest Ben Fairbrother. The minutes were recorded by Hue Reynolds.

NOT IN ATTENDANCE: Julius Davis (VoltAir Consulting Engineers), Augusto Sanabria (Hispanic Business Initiative Fund of Florida), and Ray Spaulding (FAMU Veterans Affairs).

Members of the Public in attendance:

Michelle Andrewin was in attendance, representing FAMBEO on behalf of Sheena Ferguson.

Call to Order: Chairwoman Cheryl Gonzalez conducted a roll call and established a quorum. The meeting was officially called to order at 2:03 p.m.

Agenda: Rhett Frisbie motioned to accept the agenda as presented and Barbara Melvin seconded the motion. The agenda was approved unanimously.

Minutes of January 6, 2016 Meeting:

The meeting minutes were presented and Michelle Andrewin, who attended the previous meeting for FAMBEO requested to change the word “staff” to “members.” In addition, Cheryl asked to change the word “that” to “if” in the “old business” section of the minutes. Hue made note of the changes and will update the minutes before final posting to the website.

Christine McMillon also asked if the previous minutes included her change under the State Agency Diversity Committee section. Hue stated that the change has been made.

Malik Ali moved to adopt the revised minutes. The motion was seconded by Barbara Melvin, and the minutes were approved unanimously.

Florida Department of Management Services, Office of Supplier Diversity:

Hue Reynolds provided information about the upcoming Supplier Diversity Exchanges that will take place in Pensacola on Feb. 11 and in Jacksonville in March 22. She mentioned that the date for Jacksonville may be moved due to the county’s spring break that may pose a challenge for having small business owners attend.



Hue also introduced OSD's newest team member, Carmen Claudio. Carmen was previously with the Department of Children and Families in an administrative role with the Secretary's office.

Hue shared the OSD Annual Report with the Advisory Council members and stated that it was presented to the Governor's office and the Legislature on Feb. 1.

Cheryl commented that the OSD Annual Report has very good information that aligns well with the work of the Council. The Council also commended Hue on a job well done overall.

Council Chair/Vice Chair's Update

Chair update:

Cheryl publicly thanked Brandon Sugar for providing the artwork for the annual report cover.

Although approved previously throughout all stages, Cheryl asked the Council to approve the report with final changes and artwork. Barbara Melvin motioned to accept the final draft of the report, and Christine McMillon seconded the motion. It was approved unanimously.

Vice Chair Jay Narang did not have any updates/comments at this time.

Committee Reports and Actions Requiring a Vote

Research and Emerging Trends Committee, Barbara Melvin, Chair

The Research and Emerging Trends Committee has not met recently. Barbara Melvin asked Hue to re-establish monthly conference calls on the third Tuesday of each month. Currently, Barbara and Cheryl are the two members on the committee. In the meantime, Cheryl reminded Barbara and all chairs to invite non-Council members to participate. One of the major topics to discuss includes the Microfinance Act. Cheryl said that Karen Landry may be a good point of contact for this particular topic. In addition, the Committee may want to send letters to bill sponsors for any particular legislation, including SB 438 and HB 211.

State Agency Vendor Diversity Committee, Rhett Frisbie, Chair

The State Agency Vendor Diversity Committee did not have any updates to share. Rhett Frisbie is continuing to review materials with one member Christine McMillon. One of the topics of discussion is how to work on re-writing Chapter 287 in the Florida Statutes, and improve upon the language.

Small Business Participation Study, Cheryl Gonzalez, Chair

A meeting was scheduled for next Tuesday with DMS secretary Chad Poppell. However, due to scheduling/work conflicts, Cheryl seeks to reschedule the meeting. Hue will work with the Secretary's staff to determine a different date and time.



Cheryl hopes to meet with the DEO in the future to discuss the value of the small business participation study.

Old Business

Next Face to Face Council Meeting, Hue Reynolds

The next face to face meeting of the Advisory Council will take place on May 4 in Tampa. Hue will work with the Florida DOT to set up logistics and a guest speaker from DOT. The Executive Committee will discuss the items to include on the agenda for the May 4th meeting.

Council Appointments, Hue Reynolds

During the DMS update, Hue shared that there are no new updates regarding new Council appointments.

State's Strategic Plan Assignment Review, Cheryl Gonzalez, Chair

Cheryl reviewed each of the items included in the state's comprehensive plan. She also referred to Council member assignments as it relates to each of the policy items. For policy item #14, Cheryl asked Hue to check with the Office of Program Policy Analysis and Government Accountability (OPPAGA) on any impact studies related to the enterprise zones. She also asked Hue to re-send the plan to each Council member for their review.

New Business

Legislative Update, Hue Reynolds

Hue shared that the Department continues to monitor several legislative bills, including SB 438 and HB 211. These bills relate to Small Business Participation in State Contracting, which includes language to direct state agencies to avoid contract bundling and conduct market research. Rhett Frisbie commented that language similar to the contract bundling has been discussed by the Legislature in the past.

There were no announcements or comments from the public.

The next meeting is scheduled for March 2, 2016.

Rhett Frisbie moved to adjourn the meeting. The meeting concluded at 2:47 p.m.