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## Florida Advisory Council on Small and Minority Business Development

### MEETING MINUTES

May 2, 2012

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), Alison Jimenez, **Co-Chair** - (Dynamic Securities Analytics, Inc.), Malik Ali (FMSDC), Rhett Frisbie (Department of Lottery), Carlos Rodriguez Maverick Constructors, Inc.), Barbara Rhodes Melvin (Wells Fargo Bank), Pamela Hart (Palm Beach County) and Anne-Marie Richards (Office Depot). Also in attendance were Kevin Brown (DMS-Goods Bureau Chief), Office of Supplier Diversity (OSD) staff Thad Fortune (MBE Administrator) and Denise Wright (Administrative Assistant I), who recorded the minutes.

**NOT IN ATTENDANCE:** Y. Lisa Colon Heron (Smith Currie & Hancock), Nancy Allen (Women's Business Development Council of Florida), George Owen (Regions Bank), Christine McMillon (Ensync Diversified Management Services, Inc.), Ben Harris (City of Tallahassee), Franklin Cross (City of Tampa), Dale Coxwell (Coastal Steel, Inc.) and Digvijay Gaekwad (Hotel Owner-Ocala & Gainesville).

**Call In Guests:** Peter Harris (CEO-ADG Business & Governmental Consultants), April Atkins (FDIC), Shelia Simmons, Ray Delugo and Debra Thompson.

#### **Changes/Adoption of Agenda:**

The agenda was not adopted because there was no quorum.

#### **Adoption of Minutes from the March 7, 2012 Meeting:**

The minutes were not adopted because there was no quorum.

#### **Department of Management Services, OSD's Update:** Thad Fortune, MBE Administrator.

- Mr. Fortune stated OSD has been working on a Welcome Package that will have a lot of useful information especially for a new company that has been certified with the State of Florida and also useful information for existing companies as well.
- OSD had the opportunity to participate in the National Institute of Governmental Purchasing Tradeshow that was held last month in Tallahassee. OSD had a booth and they provided information to the various suppliers in attendance as well as other governmental entities.
- Mr. Fortune announced the Tallahassee MatchMaker will be held, May 24, 2012, and the Chair Cheryl Gonzalez, will be participating. Mr. Fortune met with Michael Parker and Ben Harris of the City of Tallahassee who will be co-sponsoring the Tallahassee MatchMaker. Due to the amount of reconstruction and construction of projects being done on the Gaines Street area that carries minority participation for local vendors, they will be conducting a workshop. Also, co-sponsoring with us will be FSU's Office of Supplier Diversity and FAMU's SBDC.
- OSD conducted a Certification Workshop for the Small Business Development Center's Procurement & Technical Assistance Center (PTAC).
- OSD conducted its monthly Governors Diversity Working Group Meeting.
- OSD continued to work on the MatchMaker Conference that was scheduled for November of this year. Mr. Fortune met with DMS Management on Monday and at this time; OSD will no longer be the lead entity for conducting the MatchMaker Conferences for the State of Florida.

- Last month, OSD certified and recertified 313 companies, received 48 new applications for certification, administratively closed 17 companies and had 8 companies to withdraw their application.
- Kevin Brown introduced himself to the Council. He is the Bureau Chief of Goods and he also is charged with handling OSD. Mr. Brown comes to the State from TYCO International where he worked for seven years doing insourcing and he also developed their supplier diversity program. One of the best known companies under TYCO is ADT Security. Prior to that, he worked at United Technologies sourcing roles there as well and also developed the supplier diversity program for the carrier division.

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

- Ms. Gonzalez asked for clarification regarding OSD not being the lead entity in planning the November MatchMaker. Mr. Brown stated DMS/OSD was given direction to work in an administrative role assisting and transferring the knowledge to another organization that would run the event. Ms. Hart, President of FAMBEO stated they usually schedule their second half of the year training to be held in conjunction with the MatchMaker and she asked that we keep her in the loop and she will be willing to work with OSD to get this event happening.
- Ms. Gonzalez asked Mr. Fortune about the disposition of funds from last year's MatchMaker. Mr. Fortune stated there is approximately \$40,000.00 in the MatchMaker account and about half of it will be used for the Tallahassee MatchMaker on the venue and contracts. The other \$20,000.00 was to be used for seed money for the November MatchMaker. The Conference of Black State Legislators, the Advisory Council and a group out of Orlando have expressed an interest in hosting the event.
- Ms. Gonzalez asked Denise to send a note to Lisa Heron asking her to give the Council some feedback on her thoughts with respect to Legislation for next year to update the role of OSD.
- Ms. Gonzalez stated the Association for General Contractors (AGC) entered into a settlement agreement with the State of Florida to include outreach and wondered how this might impair the state's ability to meet the agreement's expectations.

**Stakeholder Commentary:** April Atkins, AICP, Community Affairs Specialist/FDIC

- Ms. Atkins stated she was raised in Florida's panhandle and attended Choctawhatchee High School in Ft. Walton Beach. She also attended Georgia Tech and the University of Florida. Ms. Atkins is currently the Community Affairs Specialist with the Federal Deposit Insurance Corporation (FDIC).
- The FDIC insures the depository accounts on financial institutions. Ms. Atkins stated her department works closely with consumer laws and protection.
- FDIC is headquartered in Virginia with a five person board of directors appointed by the President and confirmed by the Senate.
- FDIC is an independent agency created by Congress to maintain stability and public confidence in the nation's financial system and they encourage their financial institutions to invest in the credit needs of the community.
- About ten years ago FDIC developed a program called Money Smart. Money Smart is a comprehensive guide on how to manage your money, which was designed for low to moderate income households.
- The Money Smart curriculum is provided in two ways and available in multiple languages. It can be instructor-led through FDIC or self-paced through computer-based instructions.
- April Atkins contact information: (678) 916-2237, [aatkins@fdic.gov](mailto:aatkins@fdic.gov)

**Committee Reports and Actions Requiring Votes (If Applicable):**

- A. Budget and Legislative Recommendations:** NO REPORT.
- B. Internal Procedures/Bylaws:** NO REPORT.
- C. RET/Financial Markets and Institutions:** Ms. Melvin stated they had a conference call meeting on April 17, 2012, and plans to propose a definition of a small business for Florida.
- D. RET/Legal:** NO REPORT.
- E. Strategic and Comprehensive Planning Committee:** A student at University of North Florida is assisting the Advisory Chair with completing a final draft of this Council's strategic plan.
- F. Annual Report:** NO REPORT
- G. State Agency Vendor Diversity (SAVD):** Mr. Frisbie facilitated the SAVD committee meeting held April 11<sup>th</sup>. He gave a quick overview of the past and present One Florida Initiative activities and

discussed the return to best practices. Recommendations on possible changes needed in the Statutes will be presented to the Council.

**Old Business:**

- A. Memorandum of Understanding (MOU) with Enterprise Florida, Inc.:** Ms. Gonzalez stated the MOU with Enterprise Florida has been sent to members and she asked if any members have any feedback to please send it to Ms. Wright by Friday, May 4<sup>th</sup>.
- B. Council Intern(s):** Ms. Gonzalez stated she talked with Ms. Loll and they are working on securing an intern to work with the Council. Ms. Wright will ask Mr. Fortune for an update.

**Announcements:** Ms. Gonzalez announced that Carlos Rodriquez attended the NASPO Conference in Orlando and he did a super job of discussing matters as it relates to businesses staying in the game.

**Next Scheduled Meeting: Wednesday, June 6, 2012, 2:00 p.m.-3:00 p.m.**