



Florida Advisory Council on Small and Minority Business Development

MEETING MINUTES

January 9, 2013

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), Barbara Rhodes Melvin (Wells Fargo Bank), George Owens (Regions Bank), Malik Ali (FMSDC), Rhett Frisbie (Department of Lottery), Dale Coxwell (Coastal Steel, Inc.), Pamela Hart (Palm Beach County), Christine McMillon (Ensync Diversified Management Services, Inc.) and Wendy Grey (Wendy Grey Land Use Planning LLC). Also in attendance were DMS Staff, Kevin Brown (DMS-Goods Bureau Chief), Office of Supplier Diversity (OSD) staff Thad Fortune (MBE Administrator), Rod Palmer (Government Analyst I) and Denise Wright (Administrative Assistant I), who recorded the minutes.

NOT IN ATTENDANCE: Alison Jimenez, Vice-Chair - (Dynamic Securities Analytics, Inc.), Franklin Cross (City of Tampa), Carlos Rodriguez Maverick Constructors, Inc.), Y. Lisa Colon Heron (Smith Currie & Hancock), Ben Harris (City of Tallahassee), Anne-Marie Richards (Office Depot), Nancy Allen (Women's Business Development Council of Florida), and Digvijay Gaekwad (Hotel Owner-Ocala & Gainesville).

Call in Guests: Peter Harris (ADG Business & Governmental Consultants)

Agenda Modification/Adoption and Adoption of Minutes from the December 5, 2012 Meeting: Mr. Frisbie moved to adopt the agenda and minutes. The motion was seconded by Ms. Hart. The agenda and minutes were accepted and approved by the Council.

Adoption of the Ethical Standards and Bylaws: Ms. Hart moved to accept the amended Bylaws to include the inserted Ethical Standards. The motion was seconded by Ms. Melvin. The amended Bylaws were accepted and approved by the Council.

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

- Mr. Fortune stated OSD is pleased to present Roderick Palmer to the office. He already has been working very diligently on his OSD assignments. Mr. Palmer served as a Financial Planner Trainer and has background in conducting, producing and analyzing surveys. Also, Mr. Palmer will be our key person working with the Mentor Protégé Program that currently involves Office Depot.
- Mr. Fortune stated he is pleased to announce that Sherry Fagg, head of the OSD Loan Mobilization Program, is working with a landscape company and the Department of Transportation to produce a project.
- OSD has finalized their Regional MatchMaker Workshop Conferences for 2013. The schedule is February 27th in Pensacola, Partner - University of West Florida's PTAC Group; March 15th in Fort Lauderdale, Partner - South Florida Minority Supplier Development Council at their Small Business Conference; March 29th in Jacksonville, Partner - University of North Florida's PTAC Group; March 1st in Tampa, Partner - University of South Florida's Small Business Development Center and PTAC Group; and June 6th or 7th in Fort Myers, Partner - Florida Gulf Coast's Small Business Development Center and PTAC Group. Negotiations continue with the University of Florida to participate at their Small Business Conference on March 28th. Mr. Fortune invited all Council Members to attend the MatchMaker event in their area and to inform OSD so they can give greetings on behalf of the Council.
- On January 16, 2013, OSD will be participating with the Big Bend Dr. Martin Luther King Economic Development Workshop. OSD has submitted its annual report to DMS Communications Office for review to meet the February 1st deadline for to the Governor, President of the Senate and the Speaker of the House.

- For the month of December, OSD had **70** certifications/recertifications, **1** revocation where a company did not meet the guidelines resulting in revoked certification, administratively closed **26** companies and had **3** companies to withdraw. As of today, OSD has **5,880** companies certified.

Stakeholder Commentary: Matthew Carter, Esq., Member, Florida Board of Governors

- Mr. Carter stated he had a chance to review the Council's Annual Report as well as from time to time meet with some of the business entities within the State. He said in terms of the university system, they are presenting themselves to the legislature, to the Governor's Office or to the public at large, particularly as they look at the metrics they hold dear to them from the Board of Governors Annual Strategic Plan, such as: graduation, student loans and how many years it take a student to graduate.
- Mr. Carter stated they are looking to see how they can do more drilling down with the universities to be a greater economic drivers and not just confined within the geographical area they reside in.
- Mr. Carter stated he would also like to see a greater push from the universities in terms of how they work with OSD and helping statewide MatchMakers become a world-class event.

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

- Ms. Gonzalez announced the Council executed the MOU with Enterprise Florida in Orlando, December 13, 2012. Part of the agenda is to move forward in getting an Enterprise Florida board member appointed to the Council pursuant to Statute.
- Ms. Gonzalez stated there are several measures that DMS is working on, one of which is the DSO that will be included as a partial rewrite of Florida Statute 287.
- The Council's annual report was distributed December 31, 2012 and met the deadline. The future goal is to have it to establish a review/feedback process with the DMS Secretary, OSD and DMS Communications.
- Ms. Gonzalez announced the resignation of Council Vice Chair Alison Jimenez.
- Ms. Gonzalez talked about OSD looking at the possibility of working through the Governor's Office for interns.
- Ms. Gonzalez asked the members to inform Ms. Wright of their interest to serve as a Committee Chair. Said information will be forwarded to Ms. Gonzalez.
- Ms. Gonzalez announced Wendy Grey's appointment to the Council, effective January 8, 2013.
- Ms. Barbara Melvin chaired the meeting when Ms. Gonzalez had to depart for another commitment.

Committee Updates/Reports with Action Items (If Applicable):

- A. Council Internal Procedures and Bylaws** – Franklin Cross, Committee Chair – Ms. Gonzalez stated the Ethical Standards were completed, sent out and required a vote as an amendment to the Bylaws.
- B. State Agency Vendor Diversity** – Mr. Frisbie stated he had a conference call meeting with Ms. Heron last month and they are reviewing the statutes. He will be transmitting something for Ms. Heron's review to provide feedback to bring to the Council for their recommendations.

Old Business:

- A. Execution of MOU with Enterprise Florida** – Mr. Owen thanked the Chair, Mr. Coxwell and Ms. Jimenez for attending the signing of the MOU.

New Business:

- A. 2013 Meeting Schedule** – Ms. Gonzalez asked all committee Chairs to confirm their meeting dates for 2013 with Denise Wright.
- B. Request for interest to serve as Committee Chairs** – Ms. Gonzalez asked members if they are interested in serving as Committee Chair to contact Denise Wright.
- C. Legislative Agenda** – Ms. Gonzalez asked for feedback from members to develop a legislative agenda.

Next Scheduled Meeting: Wednesday, March 6, 2013, 2:00 p.m.-3:00 p.m. Stakeholder Commentary to be provided by: Louis Laubscher, Senior Vice President, Enterprise Florida, Inc.

Adjournment: 3:00 p.m.