



Florida Advisory Council on Small and Minority Business Development

MEETING MINUTES

March 06, 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 Frazier (Palm Beach County), Christine McMillon (Ensync Diversified Management Services, Inc.), Wendy Grey (Wendy Grey Land Use Planning LLC), Carlos Rodriguez Maverick Constructors, Inc.), Ben Harris (City of Tallahassee), Anne-Marie Richards (Office Depot), James Sanders (Nationwide Insurance Company) and Samuel Newby (PepsiCo). Also in attendance were DMS Staff, Kelly Loll (Director-State Purchasing) Kevin Brown (DMS-Goods Bureau Chief), Office of Supplier Diversity staff Thad Fortune (MBE Administrator), Rod Palmer (Government Analyst I) and Denise Wright (Administrative Assistant I), who recorded the minutes.

NOT IN ATTENDANCE: Y. Lisa Colon Heron (Smith Currie & Hancock)

Call in Guest(s): Franklin Cross (City of Tampa)

Agenda Modification/Adoption: Mr. Frisbie moved to adopt the agenda. The motion was seconded by Mr. Malik. The agenda was accepted and approved by the Council.

Adoption of Minutes from the January 9, 2013 Meeting: Mr. Owen moved to adopt the minutes. The motion was seconded by Mr. Rodriguez. The minutes were accepted and approved by the Council.

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

- Mr. Fortune stated on February 27th the OSD team along with Kevin Brown-Bureau Chief of Goods and Diversity, conducted the Northwest Florida Regional MatchMaker in Pensacola, Florida. It was held at the University of West Florida along with the PTAC Group from the Small Business Development Center as one of the co-sponsors of the event. It was reported to be a very successful MatchMaker with over 100 people in attendance and over 200 One-On-One appointments with the 15 agencies and eight local entities on site.
- Mr. Fortune stated OSD is now working on outreach activities for the Northeast Florida Regional MatchMaker that will be held in Jacksonville, Florida on March 29th. We are forwarding e-mail to certified and non-certified vendors. There will be a webinar presented by Linda McDonald that was conducted in Pensacola informing the vendors about eQuotes that will soon be used by state agencies. We feel confident these webinars will help to increase minority participation because of the size of the quotes the state agencies will use.
- Mr. Fortune informed the Council the next Diversity Working Group meeting is scheduled for Thursday, March 21st in Tallahassee and will spotlight a presentation from Grainger - a prime contractor.
- Mr. Brown stated Grainger will share some of the things they are doing with Northgate, which is a MRO supplier and a woman-owned company. The Department of Corrections uses them as a vendor. Grainger works with them, mentors them and helps them with the technology component.
- Ms. Hart-Frazier announced OSD is participating with FAMBEQ at their spring training scheduled April 12th in Tampa Florida and they will be conducting one-on-ones that afternoon. Mr. Fortune has talked to Linda McDonald about conducting the eQuote webinar presentation at this event. Also, he need to get with Dr. Bridgette Lee to make sure they will have the tools for webinar.

Stakeholder Commentary: Louis Laubscher, Senior Vice President, Enterprise Florida, Inc. (EFI)

- Mr. Laubscher asked for the Bill number for the DSO so he can have his government relations people to understand what it is so they can be supportive and helpful with. Ms. Gonzalez stated the **Bill number is 1309**.
- Mr. Laubscher stated Enterprise Florida tries to help existing businesses expand and help Florida companies to sell their products to the rest of the world. He said they have been very aggressive in soliciting new businesses to come into the State that have already enjoyed a fair measure of success.
- Mr. Laubscher stated they are also concerned with the business landscape for small businesses, whether they are minority businesses or small businesses is part of their mission as well.
- In addition to its work in strengthening Florida businesses, attracting targeted industries to the state, and helping Florida companies tap the international marketplace, Enterprise Florida works with its partners to continually improve Florida's business climate against global standards of competitiveness.
- If the Council has questions for Mr. Laubscher, he can be reached at (407) 956-5631.

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

- Ms. Gonzalez welcomed the three new Council Members to the call meeting: Samuel Newby (PepsiCO – Jacksonville), Augusto Sanabria (Hispanic Business Initiative Fund - Orlando) and James Sanders (Rumlin Insurance - Jacksonville).
- Ms. Gonzalez stated one of the key things she has been working on is the Direct Support Organization (DSO) Proposal. The DSO was filed by DMS with other DMS legislation. Ms. Gonzalez gave a hearty thanks and appreciation to the DMS Secretary and his teams: Chief of Staff, General Counsel, Legislative Affairs, Chief of Procurement, Administration and Budget, Goods and Supplier Diversity.
- Ms. Gonzalez traveled to Tallahassee for a meeting with Secretary Craig Nichols and Marlene Williams (DMS Legislative Affairs Director) in support of the Council's DSO recommendation after attending a Black History reception sponsored by the Governor, where she saw and spoke to Frank Brogan (Chancellor of the Florida Board of Governors) about presenting for stakeholder commentary. He agreed, however, she will confirm his availability.
- Ms. Gonzalez announced that next week, March 14-15, 2013, at the Southern Florida Minority Supplier Development Council (SFMSDC) annual conference, the six entities that signed MOUs with Enterprise Florida will be meeting and she will be helping to facilitate the meeting.
- The new DMS Communications Director Ben Wolf called to introduce himself and stated that his group will apply a design template to the Council's Annual Report that was released December 31, 2012 pursuant to statute. **Action Requested:** *Council members to forward the updated annual report to their constituent groups and provide said group names to OSD to compile a Council Constituents List for submittal to the Council.*
- Several small businesses were nominated for the Black Business Investment Fund's Black Business Beacons Awards. Ms. Gonzalez stated Ms. Wright sent an e-mail to members asking for their submittals for this award. She asked Mr. Fortune if he could find out the nominees names that were selected so they can see how many are certified, registered and are getting business from the State.
- Ms. Gonzalez stated **Ms. Melvin** wants to continue serving as **Chair for the Research and Emerging Trends Committee**, **Ms. Frazier** would like to serve as **Chair of the Internal Procedures and Bylaws Committee** and **Mr. Frisbie** would like to continue serving as **Chair for the State Agency Vendor Diversity Committee**. Also, Ms. Gonzalez asked **Ms. Grey** if she would serve as **Chair for the Strategic and State Comprehensive Planning Committee** and she said she would be happy to serve as Chair. She asked all committee Chairs if they would get with Ms. Wright at Denise.Wright@dms.myflorida.com or (850) 922-6850 and schedule a time for their committee meeting so they can be appropriately noted on the web site.

Committee Work:

- A. Committee Reports – State Agency Vendor Diversity Committee-Mr. Frisbie** – Mr. Frisbie stated all members were sent the recommendations on how to improve the state agency vendor diversity. Mr. Frisbie stated he wanted to present these recommendations to the Council for discussion and consideration to the DMS Secretary. Also, he said One Florida's basic findings were that procurement staff is not accessible, vendors lack knowledge where to go to get information on how to seek state contracting opportunities and there were untapped opportunities all across State government for

minority vendors and services providers who are currently overlooked. Mr. Frisbie stated while DMS posts a list of all state procurement offices on their website, not all state agency procurement offices have a presence on their agency's website. Agencies should be encouraged to ensure their procurement program has a prominent presence on their website. This presence should at a minimum contain:

- Procurement staff names (assigned commodity/service if applicable)
- E-mail addresses
- Phone numbers
- General procurement information pertaining to the agency
- General procurement information with hyperlinks to the DMS and OSD web pages

Mr. Sanders made a motion to accept the recommendations presented by the State Agency Vendor Diversity Committee and for the Chair to follow-through with appropriate action. The motion was seconded by Ms. Richards. The recommendations were accepted and approved by the Council.

Research and Emerging Trends Committee (RET) - Ms. Melvin – Ms. Melvin stated she wanted to bring to the Council if she could do a summit for her April committee meeting. The RET Committee has been discussing the description of a minority business as well as the description of a small business. She said what they want to do at the summit is to gather information and see what they can come up with as a final definition of what Florida would think the definition of a small business is. The conference call summit is schedule for April 16, 2013, 2 p.m.-3 p.m.

Old Business:

- A. 2013 Meeting Schedule** – Ms. Gonzalez thanked Mr. Cross for calling in on his last meeting as a member thanked him for his service as a member and Chair of the Bylaws committee.
- B. Legislative Agenda** – Ms. Gonzalez stated house bill 1309 is on the legislative agenda.
- C. Statute Review(s) – Council Members Rhett Frisbie and Lisa Heron, Esq.** – Mr. Frisbie stated he will get with Ms. Wright to schedule another meeting with him and Ms. Heron, Esq.
- D. Intern(s) for Service House Credit** – Ms. Gonzalez stated they will look into this again.

New Business:

- A. Statewide Business Summits via Conference Calls** – Ms. Gonzalez stated since the Council meets every other month, there is lots of time to have committee meetings.

Next Scheduled Meeting: Wednesday, May 1, 2013, 2:00 p.m.-3:00 p.m.

Adjournment: 3:15 p.m.