

OFFICE OF EQUAL BUSINESS OPPORTUNITY ADVISORY COMMITTEE MEETING
Wednesday, April 21, 2021
Minutes

Members Present:

Scott Johnson, Chair
Javin Walker-Vice Chair
Denise Albritton
Juan Pagan
Clementine Fleuranvil
Jerry Steinberg
John Elliott
Amy Angelo
Aida Vidal-Napier
Doris Pastl

Staff Present:

Tonya Davis Johnson, Director
David Behar, Assistant County Attorney
Dorianna Kristensen, Contract Analyst
Antonia Smith, Public Info. and Outreach Coordinator
Michelle Han, Administrative Assistant II

Guests:

None

Members Virtual:

Robert Waite
Courtney McKenzie Newell
Seabron Smith
Lorna Anderson
Carole Hart

Members Absent: None

Vacant Seats: None.

I. CALL TO ORDER

Meeting called to order at 8:33 a.m. by Chair, Scott Johnson.

A. Roll Call

Roll called by Michelle Han. Quorum present.

B. Adoption of Agenda for April 21, 2021 Meeting

Motion by Jerry Steinberg, seconded by John Elliott motion passed unanimously.

C. Adoption of Minutes for February 17, 2020 Meeting

Motion by Juan Pagan, seconded by Jerry Steinberg motion passed unanimously.

D. Introduction of Guests

None.

II. COMMITTEE MEMBER UPDATE

Tonya Davis Johnson welcomed Clementine Fleuranvil, Seat 8, National Association of Women in Construction, who replaced Lillian Reyes. The Appointment was presented before the Board of County Commissioners (BCC) on April 6, 2021 and Ms. Fleuranvil will complete Ms. Reyes' term through October and then will begin her own term, which will expire in 2024.

Ms. Davis Johnson indicated that the following seats are up for renewal and will go before the BCC on October 5, 2021. Seat 3, Certified Woman Business Owner held by Doris Pastl; Seat 4, Certified White Male Business Owner held by Robert Waite; Seat 5, Business Owner Domiciled in Palm Beach County held by Amy Angelo; Seat 9, Women's Business Organization held by Denise Albritton, Seat 12; Small Business Development Center held by Carole Hart; and Seat 14, Black Chamber of Commerce held by Courtney Newell. We will begin the preparation in June and will need confirmation that the incumbent wishes to renew or will submit a replacement suggestion.

Ms. Davis Johnson also noted that the Chair and Vice Chair positions held by Scott Johnson and Javin Walker, respectively, expired August 20, 2020, but due to Covid, it was not addressed. The vote for Chair and Vice Chair will be placed on the June 16 agenda.

III. OLD BUSINESS

A. OEBO Outreach Activity Report

Ms. Davis Johnson discussed the Outreach Activity Report. She advised the Committee if they missed the quarterly training session in February, they missed an opportunity to understand the program and the ability to share the information with their network. The next quarterly training session "Doing Business with PBC" is April 28 at 11:00 am.

Ms. Davis Johnson also reported that the Covid Debt Relief with the SBA event is rescheduled to July 6 and 8. A representative from the SBA will discuss the new programs available to various industries.

Mr. Walker stated that he feels the Committee should commit to attending the outreach events. Mr. Walker presented a motion to ask staff to provide an outreach schedule to the Committee, prior to the next Advisory meeting, so the Committee can commit to an event, date and time, if applicable, they will attend. Juan Pagan and Doris Pastl seconded the motion and it passed unanimously.

B. Small Business Certification Status Report

Dorianna Kristensen indicated that we have increased the certifications by 17 from the last Advisory Meeting from 670 to 687. This time last year, there were 657 certifications. In the past year, we have had 30 new vendors certify.

Mr. Walker asked what we believe the increase was attributed to. Ms. Kristensen stated that virtual outreaches are a large part, quarterly training help to get the word out and the online certification process.

Mr. Johnson asked if a report could be created that showed the newly certified vendors. Ms. Davis Johnson stated this was a possibility and tasked Ms. Kristensen with producing the report and sending it to the Committee monthly.

Mr. Steinberg asked how long a vendor has to certify after expiration. Ms. Davis Johnson noted the vendor has 30 days. Mr. Pagan asked if the certification lapsed what happens and Ms. Davis Johnson stated the vendor would have to submit a new application for certification.

Ms. Hart asked if the County's small business goal was still 17% and Ms. Davis Johnson noted that the subcontractor opportunities is 20%. Ms. Davis Johnson also stated that Ms. Kristensen was working with our ISS department to create a more accurate utilization report for the first two years of the S/M/WBE program. When the report is finalized, it will be shared with the Committee.

Ms. Pastl asked if there was a packet available to hand out to potential vendors and Ms. Davis Johnson explained that information was available on the OEBO website, but not in paper form. The OEBO has a brochure and small business startup booklet for distribution.

IV. NEW BUSINESS

None.

V. COMMITTEE COMMENTS

None.

VI. DIRECTOR'S COMMENTS

Ms. Davis Johnson noted that the OEBO continues to follow HB53 and SB1076 and reminded the Committee that information was forwarded to them. She also stated there were several amendments as the bills went through committees and noted she would share the final updated information with the Committee once she has received it.

Ms. Davis Johnson asked Ms. Fleuranvil to introduce herself to the Committee. Ms. Fleuranvil introduced herself and stated how interested she was to be a part of this Committee and to learn about the program and share the information with her community.

Ms. Davis Johnson mentioned that the Board passed a new Ordinance regarding a physical quorum for meetings being at 25%. For this Committee that would be four (4) physical attendees which currently is eight (8).

VII. COUNTY ATTORNEY'S COMMENTS

Mr. Behar clarified that the new Ordinance states that the 25% for this Committee is four (4) physically and four (4) virtually to maintain a quorum of eight (8).

VIII. PUBLIC COMMENTS

None.

IX. ADJOURNMENT

Meeting adjourned at 9:13 a.m.