

GOAL SETTING COMMITTEE

Wednesday, December 6, 2023 – 3:30 p.m.

Room 1N-142 – 1st Floor
and Via Teleconference

Office of Equal Business Opportunity
50 South Military Trail
West Palm Beach, FL 33415

MINUTES

Members Present

Tonya Davis Johnson, OEBO
Keith Clinkscale, Strategic Planning
Irwin Jacobowitz, OFMB
Melody Thelwell, Purchasing
Brenda Znachko, FDO

Non-Member Attendees

Alyssa Berg, Clerk & Comptroller
Danielle Freeman, Clerk & Comptroller
Jillian Zalewska, Clerk & Comptroller
Tarquiesha Brown, Randolph Construction
Javin Walker, 2SBW & Associates
Cheryl Marraffino

Department Representative

Reginald Duren, Asst. County Administrator
Richard Sena, Asst. County Attorney
Anna Bentley, Internal Audit
Laura Ebaugh, Internal Audit
Samuel Merzius, Internal Audit
Marva Brown, PUR
Robert Chiego, PUR
Lynn Clavette, PUR
Kerry Parker, PUR
Nicki Murphy, PARKS
Holly Knight, ENG
Krystin Berntsen, WUD
John Dunnuck, FDO
Nicole Davis, OEBO
Allen Gray, OEBO
Megan Harp, OEBO
Kenisha James, OEBO
Deirdre Kyle, OEBO
Theresa Lawrence, OEBO
Terry Newton, OEBO
Angela Smith, OEBO
Antonia Smith, OEBO
Yamel Vasquez, OEBO

I. CALL TO ORDER

Committee Chair, Tonya Davis Johnson, called the meeting to order at 3:34 p.m.
Roll called, quorum present.

II. ADOPTION OF AGENDA

Discussion

Motion by Keith Clinkscale to adopt the December 6, 2023 agenda, seconded by Irwin Jacobowitz.

Motion to adopt the agenda carried 5-0.

Tonya Davis Johnson	YES
Irwin Jacobowitz	YES
Keith Clinkscale	YES
Melody Thelwell	YES
Brenda Znachko	YES

III. APPROVAL OF MINUTES

Discussion

Motion by Irwin Jacobowitz to approve the November 15, 2023 minutes, seconded by Keith Clinkscale.

Motion to adopt the agenda carried 5-0.

Tonya Davis Johnson	YES
Irwin Jacobowitz	YES
Keith Clinkscale	YES
Melody Thelwell	YES
Brenda Znachko	YES

IV. REVIEW OF PROJECTS

Project 1 – PreQualification for Chain Link Repair – PARKS

Discussion

Recommendation: SBE Price Preference – 2-80.27(5)f.

Motion to accept a recommendation by Irwin Jacobowitz, seconded by Keith Clinkscale.

Motion to accept recommendation carried 6-0.

Tonya Davis Johnson	YES
Irwin Jacobowitz	YES
Keith Clinkscale	YES
Melody Thelwell	YES
Brenda Znachko	YES
Nicki Murphy	YES

Project 2 – 2019112 Miner Road and Congress Avenue Intersection Improvements – ENG

Discussion

Recommendation: SBE Subcontracting (Minimum of 20%) of which 3% for Hispanic American or African American owned firms. – 2-80.27(1)c. & 2-80.27(2)b.

Motion to table by Keith Clinkscale, seconded by Irwin Jacobowitz.

Motion to accept recommendation carried 6-0.

Tonya Davis Johnson	YES
Irwin Jacobowitz	YES
Keith Clinkscale	YES
Melody Thelwell	YES
Brenda Znachko	YES
Holly Knight	YES

Project 3 – 2024050 Milling & Resurfacing Continuing Services Construction Contract – ENG

Discussion

Recommendation: SBE Subcontracting (Minimum of 10%) – 2-80.27(1)c.

Motion to accept a recommendation by Irwin Jacobowitz, seconded by Keith Clinkscale.

Motion to accept recommendation carried 6-0.

Tonya Davis Johnson	YES
Melody Thelwell	YES
Irwin Jacobowitz	YES
Keith Clinkscale	YES
Brenda Znachko	YES
Holly Knight	YES

Project 4 – 20-045 Septic to Sewer Project at Okeeheelee Park, Lake Ida Park and Gulfstream Park – WUD

Discussion

Recommendation: SBE Subcontracting (Minimum of 20%) – 2-80.27(1)c.

Motion to accept a recommendation by Irwin Jacobowitz, seconded by Keith Clinkscale.

Motion to accept recommendation carried 6-0.

Tonya Davis Johnson	YES
Melody Thelwell	YES
Irwin Jacobowitz	YES
Keith Clinkscale	YES
Brenda Znachko	YES
Krystin Berntsen	YES

Project 5 – PreQualification for Caulking, Sealing and Patching Services – FDO

Discussion

Recommendation: SBE Price Preference – 2-80.27(5)f.

Motion to accept a recommendation by Keith Clinkscale, seconded by Irwin Jacobowitz.

Motion to accept recommendation carried 5-0.

Tonya Davis Johnson	YES
Melody Thelwell	YES
Irwin Jacobowitz	YES
Keith Clinkscale	YES
Brenda Znachko	YES

Project 6 – Fire Extinguisher Services – FDO

Discussion

Recommendation: SBE Price Preference – 2-80.27(5)f.

Motion to accept a recommendation by Brenda Znachko, seconded by Irwin Jacobowitz.

Motion to accept recommendation carried 5-0.

Tonya Davis Johnson	YES
Melody Thelwell	YES
Irwin Jacobowitz	YES
Keith Clinkscale	YES
Brenda Znachko	YES

Project 7 – Fire Sprinkler System– FDO

Discussion

Recommendation: SBE Price Preference – 2-80.27(5)f.

Motion to accept a recommendation by Brenda Znachko, seconded by Keith Clinkscale.

Motion to accept recommendation carried 5-0.

Tonya Davis Johnson	YES
Melody Thelwell	YES
Irwin Jacobowitz	YES
Keith Clinkscale	YES
Brenda Znachko	YES

I. OLD BUSINESS

None.

II. NEW BUSINESS

None.

III. COMMITTEE COMMENTS

None.

IV. DIRECTOR'S COMMENTS

Tonya Davis Johnson stated that the attendance for the Goal Setting Meeting is recorded and requested that Webex attendees indicate their complete name or organization in the chat.

V. PUBLIC COMMENT

None.

VI. ADJOURNMENT

The meeting adjourned at 3:53 p.m.