



Broward County Small Business Development Advisory Board (SBDAB)

Location: Office of Economic and Small Business Development (OESBD) Conference Room (and virtual via Zoom)
115 S. Andrews Avenue, A680
Fort Lauderdale, FL 33301

Meeting Minutes

Date and Time: Wednesday, April 19, 2023 @ 4:00 pm

SBDAB Members	Attendance
Darren Badore	Present
Dahlia Baker	Present
Chelsa Arscott	Present (virtually)
Robert Brannen	Present (virtually)
Victor Green	Absent
Jean McIntyre	Present
Shaheewa Jarrett	Present (virtually)
Charles Michelson	Present (virtually)
Dana Pollitt	Present (virtually)
Martin "Marty" Sherwood	Present (virtually)
Richard Bonchick	Present

County Staff:

Maribel Feliciano, Assistant Director, OESBD
Donna-Ann Knapp, Small Business Development Manager, OESBD
Sandy Steed, Assistant County Attorney (virtually)
Marty Cassini, Intergovernmental Affairs/Board Section Manager (virtually)

Members from the Public:

Dwayne Thompson, Horizon ATM, LLC

I. Call to Order/Roll Call/Approval of Meeting Minutes (January 18, 2023)

Roll call was taken at 4:08 p.m. and there was a quorum present. Chair Jean McIntyre called for the minutes of the January 18, 2023 meeting be approved. Member Richard Bonchick moved to approve, and Member Marty Sherwood seconded. The motion was approved.

II. Motion to Adopt Agenda

Chair McIntyre asked for a motion to adopt the April 19, 2023 agenda. Member Richard Bonchick moved to approve, and Member Dahlia Baker seconded. The motion was approved.

III. Comments: Members from the Public

Mr. Dwayne Thompson, representing his firm, Horizon ATM, LLC, attended the meeting to listen in on the issues being discussed.

IV. Staff Updates

Ms. Feliciano introduced Donna-Ann Knapp, Small Business Development Manager to discuss the Living Wage increase by the County, as requested by the Board in the last meeting. Ms. Knapp explained that the County's policy is that there would be no automatic increase to the contracted amount and that the Living Wage may increase annually, subject to approval by the Board of County Commissioners. These potential increases should be factored into a vendors' bid response. Ms. Feliciano explained that it should be anticipated that, in a multi-year contract, there likely would be an increase in the living wage and we recommend that firms factor that into their pricing.

Ms. Feliciano introduced Marty Cassini from Intergovernmental Affairs, to update the Board on the two House/Senate bills (346/383) before the Florida Legislation that impact our local small businesses. There was language in the bills that would have prevented the County from establishing a local preference for any projects involving not only State funds but local funds as well. If passed, they would have negatively impacted our small business development programs and prevented the County from setting local small business participation goals on County Projects. Mr. Cassini informed the Board that after pressure exerted from multiple groups, the language on local preferences was withdrawn.

There was also a "last minute" House bill that would have eliminated the living/prevaling wage ordinances across the State. However, the bill moved forward without any restrictions on wage ordinances. Ultimately, Mr. Cassini thinks Broward County is in a good place currently, without legislation that would adversely impact our local small business ordinances or living/prevaling wage requirements on contracts.

(At 4:27pm. Member Dana Pollitt left the meeting (attended virtually), his absence did not adversely affect quorum)

Vice Chair Shaheewa Jarrett asked about the legislation that passed late last year that removed the local licenses and competencies, to be replaced by the need for a General Contractor to pull permits on minor construction jobs, such as painting and asphalt paving (House Bill 735). Mr. Cassini responded that there were many meetings around this issue, both for and against, and discussions with legislators about the economic impact on small businesses and whether many of these types of projects should even require a license to pull permits. Because these issues were varied and questions remained on how to implement it, the decision was made by the State legislature to postpone the changes until after 2024. The issue will be taken up again in the next legislative session. In the meantime, those with these specialty licenses will remain active through 2024.

Mobility Advancement Program (MAP) report updates were distributed prior to the meeting and there were no questions or discussion about its contents.

Ms. Feliciano reported on the American Rescue Plan Act (ARPA) funds that were made available for OESBD, to offer financial assistance (in the form of grants) to small

businesses and non-profits as it related to COVID relief. OESBD also managed some grant funding for the cities. OESBD hired businesses and nonprofits to provide technical assistance, to those seeking funding, on how to apply for the ARPA grants. OESBD received over 3,000 applications and over 1,500 applications were successful in receiving ARPA funding.

It was also reported by Ms. Feliciano that the mid-level certification program continues to be “on-hold”, as the Commissioner that introduced the measure is no longer on the Commission and no other Commissioner has expressed an interest in moving a mid-tier certification program forward.

Ms. Feliciano then reviewed several upcoming OESBD events and spoke briefly about pending Kauffman workshops, and of course the Broward & Beyond Business Conference.

V. New Business

Chair Jean McIntyre moved the discussion to the Board’s List of Priorities for 2023. The Board members reviewed the Priorities from 2022. Vice Chair Jarrett wanted Priority #1 to be the tracking of spending of ARPA funds, at both the County and the municipal levels, to measure the impact of the funding in helping small businesses. Member Marty Sherwood mentioned that Broward County committed much of the ARPA funding in the past 18 months to the construction of the new Convention Center complex. Marty mentioned that even with much of the funds earmarked for the Convention Center/Hotel (to keep the millage rate low, according to the County), there was still about \$250 million of these funds left to be spent at the municipal level. The Board wants to ensure that these ARPA funds are spent equitably with local small businesses. Hence the priority to track ARPA spending. Ms Feliciano said that she would reach out to the budget office to find out how these funds can be tracked. Monitoring the outlay of ARPA funds is Priority #1 for 2023.

Chair McIntyre agreed with Vice Chair Jarrett that the other priorities that were listed in 2022 should remain priorities and continue to be the focus of the Board in 2023. Vice Chair Jarrett then asked if a mid-level certification program should be pushed again, even though the initial efforts, led by a commissioner no longer a member of the Board, were stalled and never moved into serious consideration. Chair McIntyre and Member Sherwood agreed that this should be added to the list of priorities.

Ms. Feliciano proposed staff could update the Board on the County’s actions/progress on any issue that the Advisory Board wishes to discuss at future meetings. OESBD will provide information available prior to that specific meeting. Member Badore asked if the list should be ordered by priority, and Chair McIntyre responded that for now, these would simply be a list of issues to focus on for the year, and not necessarily in any order. Member Sherwood asked if number 6 on the priority list (small business obstacles and analysis of process and procedures) should be removed, and Vice Chair Jarrett asserted that it should still be an item that the Board continues to focus on and push the County to address. Several members agreed that this is still an item to be discussed and requested a follow-up with Director Gleason about ways the Purchasing Division has made it simpler for small, resource-strapped businesses.

Ms. Feliciano asked that the Board identify, at each meeting, which of its listed priorities it would like to work on at the next meeting, so that staff can provide any information/updates on the County's progress regarding that particular item. Member Bonchick voiced the opinion that all the previous presenters at prior meetings should be invited back to give updates on the issues presented during their time with the Board.

For the next meeting in July, the Board would like an update on the ARPA spending issue. Ms. Feliciano will follow up with Budget.

The 2023 Priority list is as follows:

1. Tracking the spending of ARPA funds/grants
2. Disparity Study Follow up
3. Capacity Building
 - **Bonding & Access to Capital**
 - **Mobilization Loan Funding**
 - **Resources/Grants/Small Business Funding**
 - **Prosperity Broward Collaboration**
4. Small Business Procurement Recommendations
5. Mentor/Protégé
6. Small Business Obstacles/Operations (Analysis of Process and Procedures)
7. Develop a Mid-Tier Certification/Preference program

VI. Old Business

No old business

XI. Future Agenda Items

- A. Discussion: ARPA spending
- B. Invite Vice Mayor Nan Rich

XII. Next Meeting – May 17, 2023

XIII. Adjournment

Chair Jean McIntyre mentioned how pleased she is that this Board brings a lot to the table in terms of ideas and recommendations for the small business community and that she is excited about the work of the Board in the coming months. With that, the Chair asked that a motion to adjourn be made. Member Sherwood seconded. **The motion passed unanimously.**

The meeting was adjourned at 6:07pm.

Disclosure: The above captioned minutes are transcribed in a summary format. To obtain a complete audio recording of the meeting, approved summary minutes, or any presentation or handout materials, please submit a public records request to Cheryl Roberts, Small Business Development Supervisor, who can be reached at chroberts@broward.org or 954-357-6400.