

AGENDA
LIVING WAGE ADVISORY BOARD MEETING
June 2, 2021 - 11:00 a.m.
In-Person Meeting and Virtual Meeting via WebEx

Conducted from:
Broward County Governmental Center Building
115 S. Andrews Avenue, Room 302
Fort Lauderdale, FL

- I. Call to Order and roll call.
 - II. Introductions as necessary.
 - III. Approval of March 3, 2021 minutes.
 - IV. Staff updates to report.
 - V. Updates from Board members on meetings with Commissioners regarding the Living Wage.
 - VI. Discussion and instruction to staff.
 - VII. Adjourn.
-

Special Instructions & Notes:

1. Virtual Meeting Information:

There are two ways to join the meeting:

1. *Via your computer*
 - a. *Go to*

<https://broward.webex.com/broward/j.php?MTID=m7643a4357329df64d02c3d9c5ec9f4e2>

- b. *Enter your name and email address.*
- c. *Enter the session password: **8AGpprcpc77 (exactly as written).***
- d. *The session number should populate, if it is not enter **161 826 3782 in the session number field.***
- e. *If your computer does not have a microphone, **follow the attached instructions to use your phone's audio***

2. *Via your phone*
 - a. *Using your telephone call: **1-415-655-0002***
 - b. *Enter Access code: **161 826 3782#***
 - c. *Enter the session password: **82477727#***

2. Click on the link below for a copy of the complete agenda & attachments:

[Agenda Package – June 2, 2021](#)

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3. Guidelines for **virtual public participation**:

- To promote social distancing and avoid risk of additional community spread, this meeting is not open to physical attendance by members of the public.
- If you are virtually attending this meeting, click on the link below and complete the Guest Speaker Form.

[Guest Speaker Form](#)

- The form must be submitted electronically, at least two days before the meeting to:

lugarcia@broward.org.
- If you do not have the ability to view the meeting or provide public comment and wish to do so, please notify us at the following email address: lugarcia@broward.org, telephone number: (954) 357-6071 or physical mailing address: Lucy Garcia, Advisory Board Minutes Coordinator, 115 S. Andrews Avenue, Room 212, Fort Lauderdale, FL 33301 at least two days before the meeting, so that the County can communicate the location of the access point to you.”

4. If you have any questions, please contact Lucy Garcia, Advisory Board Minutes Coordinator at lugarcia@broward.org or (954) 357-6071.

If this is your first-time using WebEx, please follow the instructions below to access it:

1. Go to <https://broward.webex.com/broward/j.php?MTID=m7643a4357329df64d02c3d9c5ec9f4e2>
2. Enter your name and email address.
3. Enter the session password: **8AGpprcpc77 (82477727 from phones)** and, if asked session number: **161 826 3782**
4. A new window will pop-up asking you to Install or Allow installation of the Webex add-on. As we do not install anything on County computers without prior authorization, select "Go Here" to view the webinar without downloading anything. See screenshot below.



5. This will take you to the Having Trouble Joining screen. Select "Run a temporary application" to join the meeting and "Run" on the pop-up window at the bottom of the page. See screenshot below.



6. Once you are logged in, you will see Audio Conference information. Call in to the session using the phone number and access code provided below.
US Toll: 1-415-655-0002
Access Code: 1618263782#
Meeting Password: 82477727

MINUTES
LIVING WAGE ADVISORY BOARD MEETING
Wednesday, March 3, 2021 - 11:00 a.m.

Living Wage Advisory Board Members Present:

Mark Klein, Chair
Zac Cassidy, Vice Chair
Mike D. Payne, Board Member
Chester Just, Board Member
Eddie Edwards, Jr., Board Member
Frank De Risi, Board Member

Living Wage Advisory Board Members Absent:

James Ryan, Board Member

County Staff Present:

Glenn Marcos, Assistant Director, Purchasing Division
Shelia Pitts-Howard, Administrative Officer Senior, Purchasing Division
Alexa Francis, Administrative Officer, Purchasing Division
Fernando Amuchastegui, Assistant County Attorney, Office of the County Attorney
Lucy Garcia, Program Project Coordinator, Purchasing Division (Minutes Coordinator)

- I. The Minutes Coordinator, Lucy Garcia called the meeting to order at 11:05 a.m. Roll call was conducted by Lucy Garcia and it was noted a quorum was present. The meeting was held virtually using WebEx and in-person for those members wishing to attend.
- II. No Introductions were necessary for this meeting.
- III. **A motion was made by Mike Payne, seconded by Chester Just and unanimously passed to accept the September 2, 2020 minutes. There were no minutes for the December 2, 2020 meeting due to lack of quorum.**
- IV. Staff Updates:
 - A. Alexa Francis briefly discussed the Living Wage Contracts Report for the December 2020 – February 2021 reporting period. There were five new living wage contracts to report for this period. There was a discussion regarding the living wage contracts and how the information is reflected in the report when it relates to increases due to scope of changes. Also, a discussion on the living wage rates of \$13.61 with health benefits and \$17.05 without health benefits and the impact on bidding for County contracts.
 - B. The report provided by Human Resources, will be addressed at the next meeting, if applicable.
- V. Updates from Board members on meetings with Commissioners regarding the Living Wage:
 - A. There were no other updates provided at this time.
- VI. Discussion:
 - A. Mark Klein had a brief discussion with the other Board members regarding having an in-person meeting with all members attending. Glenn Marcos provided a summary on the recently passed ordinance that states that County Boards will be allowed to conduct their meetings in-person and virtually while we are under an emergency order. The in-person quorum requirement has been changed. For now, the Advisory Board will continue as is, those who wish to attend in-person can and those who want to attend virtually will continue. The Board members will discuss this further at their next scheduled meeting.
 - B. The minutes coordinator, Lucy Garcia, also asked the Board members to review their packages which included the Living Wage Rate Poster and their attendance records to ensure they are within the guidelines for quarterly meetings and the frequency of consecutive unexcused absences.
 - C. Mark Klein also reviewed the upcoming Budget workshop schedules with the Board members and discussed member interest in attending the workshops.

Instruction to Staff:

A. There was no further instruction given to Staff at this meeting.

VII. There being no further business before the Board, the meeting adjourned at 12:03 p.m.

This meeting was recorded on CD 21-SC-06 (Via WebEx).

Hand-Outs at the 3/3/21 Meeting:

1. Living Wage New Contracts Report (Including report from December 2, 2020 Agenda Package).
2. 2021 Living Wage Rate Poster (including poster from the December 2, 2020 Agenda Package).
3. Email on Advisory Board Quorum: Virtual Meetings (including email from the December 2, 2020 Agenda package).
4. 2021 Budget Workshop Schedule.
5. Attendance Record.
6. Schedule of Living Wage Advisory Board Meetings for 2021.



Broward County Living Wage Ordinance: New Living Wage Contracts (Effective for the Period March 2021 to May 2021)

| Item: | Bid/RLI/ RFP No.: | Description/ Title: | Vendor/ Contractor Name: | Award Date: | Effective Date: | New Estimated Contract Value (Annual): | Previous Estimated Contract Value (Annual): | Comments: | Reporting Exemption: | Contract increases attributable to: (for N/A See Comments) | |
|-------|----------------------|--------------------------------|-------------------------------|-------------|--------------------|--|--|---|-------------------------|---|------------------|
| | | | | | | | | | | Living Wage | Scope Changes |
| 1 | IND2122511Q1_1 | Morris Pumps, Parts and Repair | F J NUGENT & ASSOCIATES | 4/8/2021 | 4/8/2021 | \$172,000.00 | N/A | Morris Pumps, Parts and Repair Services, Bid No. IND2122511Q1_1, for the Water and Wastewater Services Department, in the initial estimated one-year amount of \$172,000, and authorize the Director of Purchasing to renew the contract for two one-year periods for a three-year potential estimated amount of \$516,000. The initial contract period shall begin on the date of award and will terminate one year from that date. | Y | N | N |
| 2 | BLD2121876B1_1 | Grounds Maint. Svcs (Grp 1) | AR MAINTENANCE SOLUTIONS INC. | 5/4/2021 | 8/14/2021 | \$425,626.17 | \$379,425.91 | Grounds Maintenance Services (Group 1), Bid No. BLD2121876B1_1, for the Facilities Management Division, in the initial estimated one-year amount of \$425,626, and authorize the Director of Purchasing to renew the contract for two one-year periods for a three-year potential estimated amount of \$1,276,879. The initial contract period shall begin on August 14, 2021 and will terminate one year from that date. Increase from the previous contract is due to Living Wage. Incumbents: Jed Lawn Service; Contract Number and Title: BLD211552B1_5, Grounds Maintenance Services for Facilities Management Division. Contract Term: August 14, 2018 through August 13, 2020. Expenditures to date: \$53,560. Weed-A-Way Inc; Contract Number and Title: B211552B1_1, Ground Maintenance Services for the Facilities Management Division. Contract Term: August 14, 2018 through June 19, 2020. Expenditures to date: \$169,589. The Director of Purchasing approved Interim Contract No. BLD211552BX_1 on May 23, 2018. Expenditures to date: \$60,551. | N | Y | N |
| 3 | BLD2122199B1_1 | Automatic Door Repair & Maint. | ORATSO CORPORATION | 5/18/2021 | 8/1/2021 | \$187,900.64 | \$202,651.00 | Automatic Door Repair and Maintenance, Bid No. BLD2122199B1_1, for the Aviation Department, in the initial estimated one-year amount of \$187,901, and authorize the Director of Purchasing to renew the contract for two one-year periods for a three-year potential estimated amount of \$563,700. The initial contract period shall begin the first of the month following 45 days from award and will terminate one year from that date. Decrease in annual contract value is due to the competitive bidding process. Incumbent: J Newton Enterprises, Inc.; Contract Number and Title: BLD2114643B1, Automatic Door Repairs and Maintenance for the Aviation Department. Contract Term: January 9, 2018 through April 8, 2021. Expenditures to date: \$699,517. | N | N | N |

EXHIBIT 1

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|------------------------|---|
| 12/8/20 | BROWARD COUNTY |
| | BOARD OF COUNTY COMMISSIONERS |
| | January - December 2021 |
| | |
| <u>JANUARY</u> | |
| January 12, 2021 | Regular Commission Meeting |
| January 19, 2021 | No Meeting <i>(Martin Luther King Jr. Day January 18)</i> |
| January 26, 2021 | Regular Commission Meeting |
| | |
| <u>FEBRUARY</u> | |
| February 9, 2021 | Regular Commission Meeting |
| February 16, 2021 | No Meeting <i>(President's Day February 15)</i> |
| February 23, 2021 | Regular Commission Meeting Hold for Workshop <i>NACo 2021 Legislative Conference February 20-24</i> |
| | |
| <u>MARCH</u> | |
| March 2, 2021 | Board Retreat <i>Legislative Opening Day March 2</i> |
| March 9, 2021 | Regular Commission Meeting |
| March 16, 2021 | Hold for Workshop <i>FAC Legislative Day March 17</i> |
| March 23, 2021 | No Meeting <i>Broward County Public Schools Spring Break March 22-26</i> |
| March 30, 2021 | No Meeting <i>Passover March 27-April 4</i> |
| | |
| <u>APRIL</u> | |
| April 6, 2021 | Regular Commission Meeting |
| April 13, 2021 | Hold for Workshop |
| April 20, 2021 | Regular Commission Meeting |
| April 27, 2021 | No Meeting <i>Last Day of Legislative Session April 30</i> |
| | |
| <u>MAY</u> | |
| May 4, 2021 | Regular Commission Meeting |
| May 11, 2021 | 10:00 a.m. – 5:00 p.m. Budget Workshop |

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| May 18, 2021 | Regular Commission Meeting |
| May 25, 2021 | No Meeting <i>(Memorial Day May 24)</i> |
| JUNE | |
| June 1, 2021 | Regular Commission Meeting |
| June 8, 2021 | Budget Workshop |
| June 15, 2021 | Regular Commission Meeting |
| June 17, 2021 <i>(Thursday)</i> | Hold for Budget Workshop |
| June 22, 2021 | No Meeting |
| June 29, 2021 | No Meeting <i>FAC Annual Conference June 29-July 2</i> |
| JULY | |
| July 6–August 3, 2021 | <i>Summer Recess</i> <i>NACo Annual Conference July 16-19</i> |
| AUGUST | |
| August 10, 2021 | Regular Commission Meeting |
| August 17, 2021 | 10:00 a.m. – 5:00 p.m. Budget Workshop |
| August 24, 2021 | Regular Commission Meeting |
| August 31, 2021 | 10:00 a.m. – 5:00 p.m. Budget Workshop |
| SEPTEMBER | |
| September 9, 2021 <i>(Thursday)</i> | Regular Commission Meeting 5:01 p.m. Budget Hearing #1 <i>(Labor Day 9/6)</i> <i>(Rosh Hashanah September 6-8)</i> |
| September 14, 2021 | No Meeting <i>(Yom Kippur September 15-16)</i> |
| September 21, 2021 | Regular Commission Meeting 5:01 p.m. Budget Hearing #2 |
| September 28, 2021 | No Meeting |
| OCTOBER | |
| October 5, 2021 | Regular Commission Meeting |
| October 12, 2021 | Hold for Workshop |
| October 19, 2021 | Regular Commission Meeting |
| October 26, 2021 | Hold for Workshop |

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|----------------------|--|
| NOVEMBER | |
| November 2, 2021 | Regular Commission Meeting |
| November 9, 2021 | No Meeting <i>(Veterans Day November 11)</i> |
| November 16, 2021 | Regular Commission Meeting <i>(Reorganization)</i> |
| November 23, 2021 | No Meeting <i>(Thanksgiving Holiday November 25-26)</i> |
| November 30, 2021 | No Meeting |
| DECEMBER | |
| December 7, 2021 | Regular Commission Meeting |
| December 14, 2021 | Regular Commission Meeting |
| December 15-31, 2021 | No Meeting – Winter Recess |

11/23/20

Advisory Board Attendance Record

| | | | | | | | | | | | | | | |
|--|----------------------------|------------|-------------|------------|------------|-------------|------------|------------|-------------|------------|------------|-------------|------------------------|--|
| Board Name: | Living Wage Advisory Board | | | | | | | | | | | | | |
| Board Coordinator Name: | Lucy Garcia | | | | | | | | | | | | | |
| Coordinator Contact #: | (954) 357-6071 | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |
| Meeting Dates: | Jan | Feb | Mar* | Apr | May | Jun* | Jul | Aug | Sep* | Oct | Nov | Dec* | Year End Status | |
| | N/A | N/A | 3 | N/A | N/A | 2 | N/A | N/A | 1 | N/A | N/A | 1 | | |
| Member Name | | | | | | | | | | | | | | |
| Mark Klein, Chair | | | X | | | | | | | | | | | |
| Zac Cassidy, Vice Chair | | | X | | | | | | | | | | | |
| Mike "D" Payne | | | X | | | | | | | | | | | |
| Frank De Risi | | | X | | | | | | | | | | | |
| James Ryan | | | A | | | | | | | | | | | |
| Chester Just | | | X | | | | | | | | | | | |
| Eddie Edwards, Jr | | | X | | | | | | | | | | | |
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| *In-person & Virtual Meetings | | | | | | | | | | | | | | |
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After each meeting, email a copy of **this attendance record** to boards@broward.org. If you have any questions, please call the County Boards Administrator at 954-357-5934.

Legend:

X - present

A - absent

E - excused

NQA - no quorum absent

NQX - no quorum present

N - newly appointed

Z - removed

C - cancelled

2021
LIVING WAGE ADVISORY BOARD MEETINGS

(These are the quarterly meetings (First Wednesday of the month) for 2021

MARCH 3, 2021

JUNE 2, 2021

SEPTEMBER 1, 2021

DECEMBER 1, 2021