

AGENDA
LIVING WAGE ADVISORY BOARD MEETING
March 6, 2024 - 11:00 a.m.
In-Person Meeting

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 December 6, 2023 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. Click on the link below for a copy of the complete agenda & attachments:
[Agenda Package – March 6, 2024](#)
2. Guidelines for **public participation**:
 - If you are planning on 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 have any questions, please contact Lucy Garcia, Advisory Board Minutes Coordinator at lugarcia@broward.org or (954) 357-6071 at least two days before the meeting.

MINUTES
LIVING WAGE ADVISORY BOARD MEETING
Wednesday, December 6, 2023 - 11:00 a.m.

Living Wage Advisory Board Members Present:

Mark Klein, Chair
Mike D. Payne, Board Member
Chester Just, Board Member
Frank De Risi, Board Member

Living Wage Advisory Board Members Absent:

Zac Cassidy, Vice Chair

County Staff Present:

Robert E. Gleason, Director, Purchasing Division
Jose Hidalgo, Purchasing Manager, Purchasing Division
Shelia Pitts-Howard, Purchasing Manager, Business Services, Purchasing Division
Alexa Francis-House, Administrative Officer, Purchasing Division
Fernando Amuchastegui, Senior Assistant County Attorney, Office of the County Attorney (via phone)
Lucy Garcia, Program Project Coordinator, Purchasing Division (Minutes Coordinator)

- I. The Minutes Coordinator, Lucy Garcia called the meeting to order at 11:15 a.m. Roll call was conducted by Lucy Garcia and it was noted a quorum was present. The meeting was held in-person with 4 members attending in-person.
- II. No introductions were needed for this meeting.
- III. **A motion was made by Chester Just, seconded by Mike Payne and unanimously passed to accept the September 6, 2023 minutes.**
- IV. Staff Updates:
 - A. Alexa Francis-House briefly discussed the Living Wage Contracts Report for the September 2023 – November 2023 reporting period. There were 6 new living wage contracts to report for this period: One for Urban Planning; Two for Facilities Management and Three for Aviation. There were no questions from the Board members on the report.
 - B. There was no report provided by Human Resources.
- V. Updates from Board members on meetings with Commissioners regarding the Living Wage:
 - A. Frank De Risi spoke to his respective Commissioner, Beam Furr regarding his current appointment on the Advisory Board and the Commissioner let him know that he will remain on the Advisory Board.
 - B. Mike Payne indicated that he has been reappointed to the Advisory Board by his respective Commissioner, Hazelle Rogers.
 - C. Chester Just will check with his respective Commissioner, Mark Bogen on his current appointment status on the Advisory Board.
 - D. There were no other updates provided at this time.

VI. Discussion:

- A. Mark Klein provided an update to the Advisory Board members on his discussion with Mayor Rich's office regarding the possibility of allotting time during a Commission Board ("Board") meeting to recognize the Living Wage Advisory Board ("LWAB") for the accomplishments it has achieved in the past years. He mentioned that Mayor Rich thought it would be a great idea and asked him to coordinate the details with her Aide. She also mentioned to him that there is currently some push back from the State on the living wage rates. He spoke to the Mayor's aide and they were considering a proclamation at one of the scheduled Board meetings. Mark wanted to know when the next scheduled Board meeting will be held, he was informed that the next meeting is scheduled for December 12th. The Board members and staff had a brief discussion on the process for the Board to present a proclamation. Fernando Amuchastegui, Senior Assistant County Attorney provided further clarification. Mark Klein was going to have a follow-up discussion with the Commissioner's Aide to confirm the scheduled Board date and details. He would also have the aide reach out to staff so the Advisory Board members could be notified by email of the Board meeting date.
- B. Mark Klein also inquired about the status of the current 4 vacancies on the Advisory Board, and who he could contact regarding those vacancies. Staff previously provided with the name and phone number of the County Board Coordinator, Naomie Labaty, (954) 357-5934. He was going to contact her regarding the vacancies and any potential candidates for the Advisory Board. It was noted that there may have been some applications submitted for the vacancies, but they did not result in an appointment on the Advisory Board.
- C. Mark Klein also asked the Assistant County Attorney regarding the current terms for a member to serve on the Advisory Board. Fernando Amuchastegui, Senior Assistant County Attorney reviewed the Code of Ordinances ("the Code"), Section 1-233 and referenced that the Code does not specify a maximum or fixed term for Advisory Board members to serve. The LWAB Bylaws, page 2 of 5, Article III. Membership, Section 2: reads, "The term of office for members shall be at the pleasure of the appointing Commissioner."
- D. The Advisory Board members were reminded that a copy of the 2024 Living Wage Rate poster was provided in their agenda package.

Instruction to Staff:

- A. There was no instruction to staff.

VII. There being no further business before the Board, the meeting adjourned at 11:40 a.m.

This meeting was recorded on CD 23-SC-07 (Sony IC Recorder).

Hand-Outs at the 12/6/23 Meeting:

1. Living Wage New Contracts Report.
2. 2024 Living Wage Rate Poster.
3. Attendance Record.
4. Schedule of Living Wage Advisory Board Meetings for 2024.



Broward County Living Wage Ordinance: New Living Wage Contracts (Effective for the Period December 2023 - February 2024)

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	TRN2126846B1_1	BCT Pest Control Services	TOWER PEST CONTROL INC	12/12/2023	12/12/2023	\$ 193,508.00	\$ 300,011.00	BCT Pest Control Services, Bid No. TRN2126846B1_1 for the Fleet Services Division in the initial one-year amount of \$193,508 and authorize the Director of Purchasing to renew the contract for two, one-year periods for a three-year potential estimated amount of \$580,524. The initial contract period begins on the date of award and terminates two years from that date. Decrease from previous contract is due to reduction in quantities needed. Incumbent: X Terminator, Inc.; Contract Number and Title: TRN2124364B1, Pest Control - BCT. Contract Term: August 5, 2022 through September 1, 2023. Expenditures: \$269,441.	N	N	N
2	TRN2126799B1_1	Passenger Loading Bridge Maint	ADELTE TECHNOLOGIES, INC.	12/12/2023	12/12/2023	\$ 3,401,390.00	\$ 4,777,151.00	Passenger Loading Bridge Maintenance & Repair Services, Bid No. TRN2126799B1_1 for the Port Everglades Facilities Maintenance Division in the initial one-year amount of \$3,401,390, and authorize the Director of Purchasing to renew the contract for two, one-year periods, for a three-year potential estimated amount of \$10,204,170. The initial contract period begins on the date of award and terminates one year from that date. Decrease from previous contract is due to change in scope. Incumbent: SATE Solutions, Inc.; Contract Number and Title: PNC2122671Q2, Passenger Loading Bridge Maintenance and Repair Services. Contract Term: June 15, 2021 through December 14, 2023. Expenditures: \$4,249,125.67.	N	N	Y
3	OPN2127305B1_1	Electric Motor Repair Services	T A C ARMATURE & PUMPS CORP	12/12/2023	1/1/2024	\$ 945,315.00	\$ 316,930.00	Electric Motor Repair Services, Bid No. OPN2127305B1_1 for Water & Wastewater Operations in the initial one-year amount of \$945,315 with a five-year potential estimated amount of \$4,726,575. The initial contract period begins on the date of award and terminates one year from that date. Increase from previous contract is due to industry-wide increases on contractor's labor services, materials, and equipment parts. Incumbent: Tac Armatures and Pump Corp. Contract Number and Title: OPN2121037B1_1, Electric Motor Repair Services. Contract Term: January 1, 2021 through March 30, 2024. Expenditures: \$1,293,315.96.	N	N	N

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
4	BLD2127418B1_1	Stinging Insect Live Relo	WILLIE THE BEE MAN INC	2/5/2024	2/5/2024	\$ 96,340.00	\$ 109,995.00	Stinging Insect Live Relocation and Removal Services, Bid No. BLD21274818B1_1 - for the Traffic Engineering Division in the initial one-year amount of \$96,340 with a five-year potential amount of \$481,700. The initial contract period begins on February 5, 2024 and terminates one year from that date. Decrease from previous contract is due to reduction in the estimated quantities needed. Incumbent: Willie the Bee Man, Inc. Contract Number and Title: BLD2122064B1_1, Stinging Insect Live Relocation and Removal Services. Contract Term: February 5, 2021 through February 4, 2024. Expenditures: \$21,485.	N	N	Y

11/8/2023	BROWARD COUNTY
	BOARD OF COUNTY COMMISSIONERS
	January 2024 – December 2024
JANUARY	
January 16, 2024	No Meeting (State Legislative Session Begins – January 9, 2024) (Martin Luther King Jr. Day – January 15, 2024) (Broward Days – January 16-17, 2024)
January 23, 2024	Regular Commission Meeting
January 30, 2024	Hold for Workshop
FEBRUARY	
February 6, 2024	Regular Commission Meeting
February 13, 2024	No Meeting (NACo 2024 Legislative Conference February 10-13, 2024)
February 20, 2024	Regular Commission Meeting (President's Day – February 19, 2024)
February 27, 2024	Hold for Workshop
MARCH	
March 5, 2024	Regular Commission Meeting (State Legislative Session Ends – March 8, 2024)
March 14, 2024 (Thursday)	Board Retreat
March 19, 2024	No Meeting (Presidential Primary)
March 21, 2024 (Thursday)	Regular Commission Meeting
March 26, 2024	No Meeting (Broward County Public Schools Spring Break – March 25-29, 2024)
APRIL	
April 11, 2024 (Thursday)	Hold for Workshop
April 16, 2024	Regular Commission Meeting
April 23, 2024	No Meeting (Passover – April 22-30, 2024)
MAY	
May 7, 2024	Regular Commission Meeting
May 14, 2024	10:00am – 5:00pm Budget Workshop
May 21, 2024	Regular Commission Meeting
May 28, 2024	No Meeting (Memorial Day – May 27, 2024)
JUNE	
June 4, 2024	Regular Commission Meeting
June 6, 2024 (Thursday)	10:00am – 5pm Budget Workshop
June 13, 2024 (Thursday)	10:00am – 5pm Budget Workshop

June 18, 2024	Regular Commission Meeting (<i>Juneteenth – June 19, 2024</i>)
JULY	
July 2 – August 13, 2024	<i>Summer Recess</i> (<i>NACo Annual Conference July 12-15, 2024</i>)
AUGUST	
August 15, 2024 (Thursday)	10:00am – 5pm Budget Workshop
August 22, 2024 (Thursday)	Regular Commission Meeting (<i>Primary Election – August 20, 2024</i>)
August 27, 2024	10:00am – 5pm Budget Workshop
SEPTEMBER	
September 3, 2024	No Meeting (<i>Labor Day – September 2, 2024</i>)
September 5, 2024 (Thursday)	Regular Commission Meeting 5:01 p.m. Budget Hearing #1
September 10, 2024	Hold for Workshop
September 17, 2024	Regular Commission Meeting 5:01 p.m. Budget Hearing #2 – FINAL BUDGET ADOPTION
September 24, 2024	No Meeting
OCTOBER	
October 1, 2024	No Meeting (<i>Rosh Hashanah – October 2-4, 2024</i>)
October 8, 2024	Regular Commission Meeting (<i>Yom Kippur – October 11-12, 2024</i>)
October 15, 2024	Hold for Workshop
October 22, 2024	Regular Commission Meeting
October 29, 2024	No Meeting
NOVEMBER	
November 5, 2024	No Meeting (<i>Election Day – November 5, 2024</i>)
November 12, 2024	Regular Commission Meeting (<i>Veterans Day – November 11, 2024</i>)
November 19, 2024	Regular Commission Meeting – REORGANIZATION
November 26, 2024	No Meeting (<i>Thanksgiving Holiday – November 28-29, 2024</i>)
DECEMBER	
December 3, 2024	Hold for Workshop
December 10, 2024	Regular Commission Meeting
December 17-31, 2024	No Meeting – Winter Recess

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	1	N/A	N/A	7	N/A	N/A	6	N/A	N/A	6	
Member Name													
Mark Klein, Chair			A			NQX			X			X	
Zac Cassidy, Vice Chair			X			NQA			X			A	
Mike "D" Payne			X			NQA			A			X	
Frank De Risi			X			NQA			X			X	
Chester Just			X			NQX			X			X	
Eddie Edwards, Jr			X			NQX			Z			Z	
(not reappointed)													
*Meeting was cancelled due to non-quorum													

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

2024
LIVING WAGE ADVISORY BOARD MEETINGS

(These are the quarterly meetings (First Wednesday of the month) for 2024

MARCH 6, 2024

JUNE 5, 2024

SEPTEMBER 4, 2024

DECEMBER 4, 2024