

**OFFICE OF EQUAL BUSINESS OPPORTUNITY ADVISORY COMMITTEE MEETING**  
**Wednesday, August 21, 2019**  
**Minutes**

**Members Present:**

Doris Pastl  
Amy Angelo  
Juan Pagan  
Scott Johnson, Chair  
Lorna Anderson  
Robert Waite  
Javin Walker  
John Elliott  
Carole Hart  
Seabron Smith  
Aida Vidal  
Lillian Reyes  
Courtney McKenzie Newell

**Staff Present:**

Tonya Davis Johnson, Director  
David Behar, Assistant County Attorney  
Dorianna Kristensen, Contract Analyst  
Allen Gray, Manager  
Michelle Han, Administrative Secretary

**Guests**

Michelle DePotter, Associated General Contractors  
Bryce Sartory, Associated General Contractors  
Steven Duval, EDS, LLC

**Members Absent:** Denise Albritton, Bonnie Horner.

**Vacant Seats:** Business Incubator Program.

**I. CALL TO ORDER**

Meeting called to order at 8:31 a.m. by Chair Scott Johnson.

**A. Roll Call**

Roll called by Michelle Han. Quorum present.

**B. Adoption of Agenda for August 21, 2019.**

Motion by Scott Johnson, seconded by Juan Pagan, motion passed unanimously.

**C. Adoption of Minutes for June 19, 2019**

Motion by Scott Johnson, seconded by Lillian Reyes, motion passed unanimously.

**D. Introduction of Guests**

Michelle DePotter, CEO Associated General Contractors, Bryce Sartory, Associated General Contractors, Steven Duval, EDS, LLC

## **II. COMMITTEE MEMBER UPDATE**

Tonya Davis Johnson noted that OEBO was informed by SCORE that Bonnie Horner was no longer with SCORE and her seat would become vacant. Ms. Davis Johnson has an upcoming meeting with SCORE to discuss the seat.

Scott Johnson asked if we were at full complement and Ms. Davis Johnson noted we were at full complement.

Ms. Davis Johnson notified the Committee of the need to select a Chair and Vice Chair. A motion was made by Juan Pagan and seconded by Seabron Smith for Scott Johnson to serve as Chair and a motion to nominate Javin Walker as Vice Chair was made by Courtney McKenzie Newell and seconded by John Elliott. The seats will run from August 21, 2019 through August 20, 2020.

Javin Walker asked if the seats were voted on and Ms. Davis Johnson noted that the following seats were reappointed at the August 20<sup>th</sup> Board of County Commissioners Meeting: 2- Certified Hispanic Business Owner, 10 – Minority Contractor and 11 – Associated General Contractors held by Aida Vidal, Javin Walker and Scott Johnson.

## **III. OLD BUSINESS**

### **A. OEBO Outreach Activity Report**

Mr. Johnson indicated a copy of the outreach activity report was handed out. Ms. Carole Hart stated the Broward Outreach date was incorrect and the event date is August 22.

Mr. Pagan asked where the Matchmaker meetings were held and Ms. Davis Johnson noted they were held in the HLKO conference room and the event will be held on September 20<sup>th</sup> and the Kravis Center. Ms. McKenzie Newell stated tickets were \$75.

## **IV. NEW BUSINESS**

Ms. Davis Johnson mentioned that we reached out to the FDOT for bonding and financial assistance and haven't received any response back, however, Michelle DePotter from the AGC advised us that the AGC has one of the largest bonding agents in her membership, Brett Rosenhouse, and has offered to host a lunch and learn at the AGC office first for our committee then for small business at no cost. Maximum attendance will be 40. The OEBO will work with Ms. DePotter to put a flyer together and get the information out.

Ms. Davis Johnson asked if the 2020 meeting calendar was acceptable. Mr. Pagan asked that we move the January 15<sup>th</sup> meeting to the 22<sup>nd</sup> because of Tallahassee Days. The motion to approve the proposed meeting schedule was made by Seabron Smith and seconded by Juan Pagan.

Ms. Davis Johnson asked if everyone received the current SBE Certified Vendor Listing which

is showing 584 certified vendors broken out by various types. Ms. Davis Johnson introduced Dorianna Kristensen, our Contract Analyst, to the Committee and stated that she will be creating the OEBO monthly report for the Committee. Mr. Johnson asked if the report was through July and Ms. Davis Johnson stated it was as of today.

Mr. Walker would like to know how many of the 584 vendors are actually using the program and asked for an amended report showing a breakdown of the certified vendors and how many are on a County contract and doing some County work.

The Committee spoke about the challenges of doing business with the County and being a small business and not getting paid for the project promptly.

## **V. COMMITTEE COMMENTS**

Ms. Anderson asked if a date can be added to the vendor report.

Ms. Hart spoke about roadblocks with doing business with the County. Ms. Davis Johnson noted that OEBO wants to have a meeting with the certified businesses that did not respond to the Palm Tran graphics design bid to find out why, which will help us to understand why they didn't respond to the bid.

Mr. Smith asked about the payment process between the Prime and the Subcontractor. Mr. Johnson noted it can take several months before payment is made. Mr. Smith asked if there was something in place by the County regarding payment and Allen Gray stated that the County has 20 days to make a payment, so there must be something stopping the payment and the Contractor can charge interest if they so choose to.

Mr. Pagan asked about the translation of the startup guides and Ms. Davis Johnson stated that the cost would be \$40,000 which it isn't budgeted. We would also need to have staff on hand that speaks in the native tongue.

Ms. Reyes asked what is the criteria for number of days the County has to pay the vendor. Mr. Gray stated 20 for construction, 15-20 for goods and services, and wasn't sure about professional services. Ms. Reyes noted that Municipalities had 30 days and Orange County pays within 72 hours.

Mr. Walker stated that it's not just the County that doesn't pay timely, it's other organizations as well. Robert Waite noted that a bonding company may help because they will help them to balance cash and credit.

Doris Pastl noted that she was on the smaller scale and won't bid on the larger jobs because she needs to purchase her product up front and can't wait 30 days to be paid.

Aida Vidal mentioned that based on the agency, each job would affect your profit margin. It isn't like any other job but when you get into the financials it depends if you can wait that long to be paid on the job.

Mr. Elliott stated he didn't see any new jobs to bid on. Ms. Davis Johnson said that everyone should check their commodity codes and also review the solicitation list for upcoming opportunities because that is the way you receive notification of solicitation.

Mr. Johnson turned the meeting to the Co-Chair because he needed to attend another meeting.

**VI. DIRECTOR'S COMMENTS**

None.

**VII. COUNTY ATTORNEY'S COMMENTS**

None.

**VIII. PUBLIC COMMENTS**

Michelle DePotter stated that her organization can be a resource for the construction industry. She thanked Ms. Davis Johnson for reminding her of the bonding event. AGC is hosting a Tech Summit in Broward County on September 12<sup>th</sup> to help organizations to become tech savvy. The cost is \$150 for members and \$175 for non-members but she will reduce the price for any SBE and S/MBE company that attends.

Steven Duvall asked if there was a mechanism in place to see when the Prime gets paid so the Subcontractor knows they should be paid. Mr. Gray noted that the County is working on a system, but believes the Clerk's office has something in place already and will try to find out if that is true and send his findings to the Committee.

Mr. Duvall also asked with the 584 report done by category, he feels the challenge is going to be if the categories that the 584 fall into actually match up to the contracts they are categorized in. Then there should be a conversation with those that were awarded. Ms. Davis Johnson said that we should be able to extract the information to see what industry they are in and the contract should correspond to the report. She stated that for the next reporting, we will try to get as close to that for the next Advisory Meeting.

**IX. ADJOURNMENT**

Meeting adjourned at 9:27 a.m.