ECONOMIC DEVELOPMENT & DIVERSITY COMPLIANCE DEPARTMENT
SMALL BUSINESS ADVISORY COMMITTEE (SBAC)
MEETING SUMMARY
Thursday, April 28, 2022

Meeting Summary

Carlton Crawl called the meeting to order at 4:07 p.m. and Lavinia Freeman conducted the Roll Call. The meeting was informational due to the lack of a quorum. Robert noted, for the record, a correction in the Feb. 24th SBAC Meeting Summary to state DemandStar sends bid notifications are based on suppliers' NIGP codes, and not NAICS codes.

Board Member Communication

Carolyn reported that Board Member Alhadeff asked her to forward the information regarding the *Alyssa's Alert Mobile Duress Alert App*, and thanked EDDC for sharing it with SBAC and the community. Carlton asked Carolyn to find out if the app would be shared with Miami-Dade and Palm Beach County to extend the reach for children in the tri-county. Carolyn stated that Ms. Alhadeff's goal is for the app to be everywhere to protect all children. Lavinia stated that it may be an outgrowth of the state law passed requiring school systems to implement a safety system for students. Carlton stated this template would help advance implementation for other school districts.

Brian Ferrell

Mr. Ferrell is under consideration for SBAC membership. EDDC will review Policy 1.7 to determine if Broward County residency is a requirement for committee membership, as requested.

New Business

- *Operating Procedures*

Robert stated EDDC is in the process of updating the Guidelines and asked for input. The document can be modified at any time, and we are currently planning a major update in June 2022. The committee asked for a redlined version of the document. The main modification under review is language added to incorporate the SDOP Management System (SMS) powered by B2G for reporting purposes.

- *Broward & Beyond Conference Presentation*

Robert shared the PowerPoint titled, "*How Can BCPS Work for Local Small Business?"* which he will present on May 6th at the *Broward & Beyond Conference*. The presentation includes:

- EDDC's mission to grow the economic base
- PWS managed spend $650M
- DemandStar info
- Roadmap to doing business with BCPS
- YTD FY22 Q3 Small/Local Spend data
- Certification Assistance
- Social Media Contact Information

Based on the Small/Local Spend slide, Carlton expressed concern about the technology spend. Robert reminded them the four categories with opportunities to increase significantly include: Academics, Technology, Transportation, and Human Resources. In meeting with suppliers, Robert has learned that they are not receiving DemandStar notices because they're profile is not set up completely in NIGP codes. Dr. Reggie asked if much of the services in these areas are performed in-house, and therefore affects the demand within the business community. Robert stated yes, to a degree and used tutoring services as an example. BCPS contracts about $60M annually on tutoring services, but some of the small/local suppliers are not aware of the opportunities because, upon reviewing their DemandStar profile, it does not include NIGP codes that would trigger bid opportunity alerts to them. Category by category, we are looking to determine why suppliers are not engaged in the procurement process.

Carolyn asked if there is a way to share this information broadly in the community. Robert will check with the marketing team to see how best we can do it. Dr. Reggie suggested we look for non-traditional ways to share the information, including using the state's list of approved vendors, as an example. This situation is recurring and we need to explore other ways to reach suppliers. Robert shared a social media post of a Mandatory Pre-bid Conference as an example of the other ways we are communicating opportunities with suppliers, in addition to what the Purchasing Agents are doing.

Lastly regarding spend, Robert shared that there is progress in IT. In FY22, the entire small/local spend was $1.5M and currently it's $4M. Also, last year, in Academics the spend was at $700k and as of Q3, it was $1.8M.

- *SBAC Member Replacement*

Robert reported that two members, by policy, would be summarily removed because they have exceeded the number of consecutive absences. The respective School Board Member would replace them. Eric Munoz has been absent for many months, and Shaheewa Jarrett Gelin has missed the last two meetings. Robert asked the Chair and Vice Chair to reach out to her to attend the May meeting. The committee agrees that if a member is not going to participate, then another volunteer should have the opportunity to serve. Robert asked Carlton and Dr. Reggie to report back at the May meeting.
Update: *Shaheewa's email address was incorrect in the system and she had not been receiving meeting notifications. She has since received previous meeting summaries and all Teams meeting invitations.*

School Board Report Presenter
Carlton Crawl will present the SBAC Report at the May 17th School Board Meeting. He will take the opportunity to ask Board Members to fill vacancies. Also, Carlton asked EDDC to include the good things we are doing. The Board encouraged EDDC to continue to pressure test issues with them and applauded the department for the work we are doing to advance economic development.

Open Discussion
Robert shared news regarding the *Educational Services for Charter Schools* bid, where the main awardee, of three, is an African American-owned firm. This is an outcome of EDDC team providing input on bid language to remove potential barriers in the procurement process.

Future Meeting Dates

May 26, 2022	September 22, 2022
June 23, 2022	October 27, 2022
July – No Meeting	November 17, 2022
August 25, 2022	December 15, 2022

The meeting was adjourned at 5:00pm.

Approval of Minutes: _____

SBAC Members Present

Carlton Crawl, Chair	Patricia Good, Vice Chair, District 2
Dr. Reggie Lewis, Vice Chair	Laurie Rich Levinson, Chair, District 6
Carolyn Jones	Lori K. Alhadeff, District 4

Members Absent

Eric Munoz	Nora Rupert, District 7
Dodie Keith-Lazowick	Donna P. Korn, Countywide At-Large, Seat 8
Shaheewa Jarrett Gelin	SBAC Appointee
Hebertny Perez	Sarah Leonardi, District 3
Jimmy Witherspoon	Debra Hixon, Countywide At-Large, Seat 9

Vacancies
Ann Murray, District 1
Vacant, District 5
Update: Gov. Ron DeSantis appointed Mr. Daniel Foganholi to the School Board of Broward County, FL District 5. On May 5, 2022, Mr. Foganholi appointed Mr. Wellington De Faria to SBAC.)

Economic Development & Diversity Compliance Department Staff Present
Robert Ballou, Director
Lavinia Freeman, M/WBE Specialist (**Business Intelligence & Process Management Section)**
Joseph Gay, M/WBE Inclusion Team **(SMART Bond Program)**