

**SMALL BUSINESS ENTERPRISE
GOODS AND SERVICES
ADVISORY BOARD MEETING**

March 18, 2021

**Miami-Dade County
Small Business Enterprise Goods and Services Advisory Board Meeting
Thursday, March 18, 2021 @10:30 a.m.**

Board Members

Stephen P. Clark Center, 111 N.W. 1st Street,
19th Floor Conference Room

Public Virtual Meeting Zoom URL:
<https://miamidade.live/SBE-GoodsServicesBoard>
Webinar ID: 917 5751 5924
Password: 281980

AGENDA

- I. Welcome/Introductions (10 min)**
- II. SBD Section Reports (30 min)**
 - a. Certification** – Laurie Johnson (SBD Section Chief)
 - b. Utilization Report** – Patrick Hines (SBD Sr. Professional Svc Specialist)
 - c. Business Outreach & Education** – Lawanda Wright-Robinson (*SBD Section Chief, Business Outreach & Education*)
- III. Old Business (20 min)**
 - a. Goods & Services Taskforce Discussion
 - b. Approval of January 21, 2021 Meeting Minutes
- IV. New Business (20 min)**
 - a. Request for future agenda items
- V. Reasonable opportunity for the public to be heard before County Boards (Sec. 2-11.39.3) (5 min)**
- VI. Adjournment (5 min)**

NEXT BOARD MEETING: May 20, 2021

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**SBE GOODS AND SERVICES
CERTIFICATION REPORT**

Certification Type: SBE-GS
PERIOD: December 1, 2020 to March 1, 2021

					Total Amount	African American	Caucasian	Hispanic	Asian	Native American	Other			
Total Certified SBE-GS as of 3/1/21					1417	267	184	933	24	0	9			
		New	1 year Renewal	3 year Recert								Female	Male	Total Amount
1	Approved Applications (New, Annual Renewal, Recertification)											428	989	1417
2	Graduated													
3	Denied													

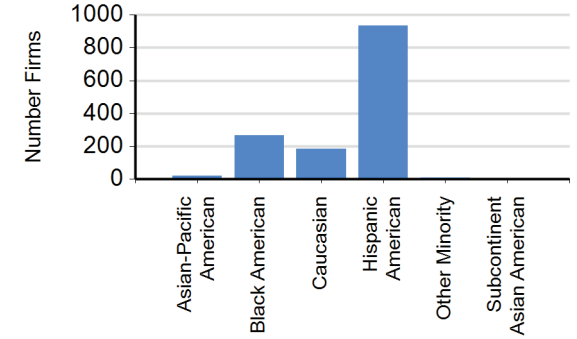
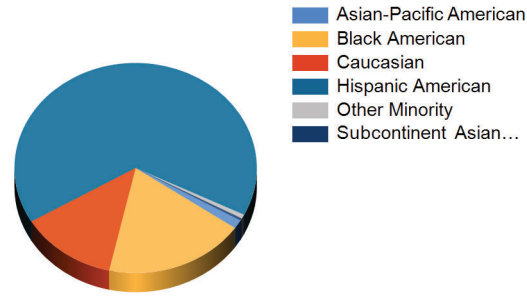
This is a race and gender neutral program. This report is for informational purpose only.

Certified Directory - Ethnicity & Gender Summary

As of 3/1/2021

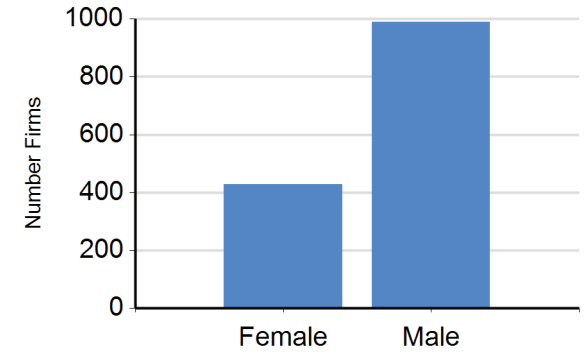
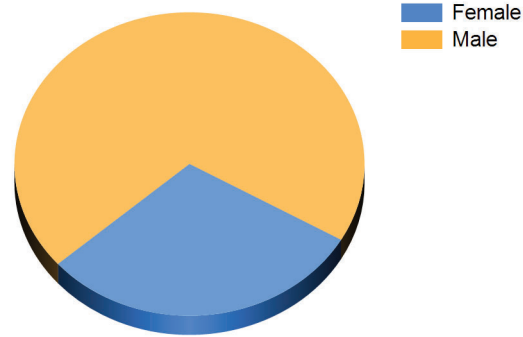
Ethnicity Summary

Ethnicity	Number Firms
Asian-Pacific American	19
Black American	267
Caucasian	184
Hispanic American	933
Other Minority	9
Subcontinent Asian American	5
Total Firms	1417



Gender Summary

Gender	Number Firms
Female	428
Male	989
Total Firms	1417



**SBE GOODS AND SERVICES
BUSINESS OUTREACH AND EDUCATION
REPORT**

Internal Services Department
Small Business Development (SBD)
Small Business Enterprise – Goods & Services
Business Outreach and Education Section
January 1, 2021 and February 28, 2021

		Total for Period	YTD Total
Activity	Assistance Provided to Small Business Enterprise- Goods & Services Program		
1	Certification Assistance	57	714
2	Needs Assessment Meetings (NAMS)	4	56
3	Technical Assistance	198	1560
4	Payment Issues	6	52
4.1	Payment Issues Related Dollars	\$65,493	\$1,257,682
5	Prompt Payment Issues	0	0
5.1	Prompt Payment Related Dollars	0	\$0
6	Contract Issues (Non-dollar related)	4	20
7	Contact with SBE-Goods & Services Firms (emails highlighting contract opportunities)	1390	14,133

		Total for Period	YTD Total
Activity	Training, Education and Outreach Activities		
1	Small Business Development (sponsored) Workshops and Forums	2	21
1.1	Number of Attendants	65	862
2	Partnership Workshops & Forums	4	36
2.1	Number of Firms (with whom contact was made)	120	1,247
Activity	Technical Training & Development Workshops		
3		0	3
3.1	n/a		

JANURARY 21, 2021 MEETING MINUTES

Miami-Dade County
Small Business Enterprise – Goods and Services
Advisory Board Meeting
January 21st, 2021 Meeting Minutes

Start Time: 10:41 am
End Time: 12:52 pm

10 – Appointed
6 – Quorum

(E)=Excused (U) = Unexcused

<u>Members Present (8)</u>	<u>Members Absent (2)</u>
Carmen Baker	Elizabeth Delgado Mizrahi (E)
Miriam Collada-Myers	Kathy E. Emery (Chairperson) (E)
Jeanette Gatto	
Michaeljohn Anthony Green	
Darryl Holsendolph	
Daniel Ribero	
Aida Luis Sanchez-Gomez	
John A. Ramiez	

I. Welcome/Introductions

- i. Michou Jean (SBD) brought the Goods and Services Advisory Board meeting to order. Darryl Holsendolph welcomed the board and gave brief remarks.

II. SBD Section Reports

a. Certification – Laurie Johnson (SBD Section Chief)

Ms. Johnson presented the certification report for the period of August 1st – December 1st, 2020 with a total of 1,462 certified SBE-GS firms. Board members and staff discussed the details provided in the report.

b. Utilization Report – Patrick Hines (SBD Sr. Professional Service Specialist)

Mr. Hines presented the SBE Utilization report for the period of August 1st – December 1st, 2020. Payments to SBE – G&S firms in contractual dollars totaled \$256,594,431. 95 Goods & Services contracts were approved and awarded totaling \$332,566,263. 56 – Contracts were not eligible for SBE measures. 27 of the 95 Contracts were awarded to Miami-Dade firms, totaling \$42,053,663. Board members and staff discussed the details provided in the report.

c. Business Outreach & Education – Lawanda Wright-Robinson (SBD Section Chief, Business Outreach & Education)

Ms. Wright-Robinson presented the SBE Business Outreach & Education report for the period of August 1st – December 1st, 2020. She presented the totals for the assistance provided to SBE – G&S program, Training Education and Activities, and Technical Training & Development Workshops. She mentioned that due to COVID-19 restrictions, Technical Training & Development Workshops were postponed. Ms. Wright-Robinson informed the Advisory Board that new and safe methods will be adopted for future Technical Training & Development Workshops. Board member Michaeljohn Anthony Green asked for clarification on the terminology of the report. Ms. Wright-Robinson provided clarity of the report jargon.

Miami-Dade County
Small Business Enterprise – Goods and Services
Advisory Board Meeting
January 21st, 2021 Meeting Minutes

III. Old Business

a. Goods & Services Taskforce Discussion

Mr. Holsendolph gave an overview of the October 15th, 2020 Memorandum and the current progression of the Goods and Services Taskforce. He provided an overview of the recommendations that were presented to the Board of County Commissioners. The Goods and Services Advisory Board members praised the work that the Taskforce has accomplished. Gary Hartfield (SBD Director) elucidated the Goods and Services Advisory Board's role amongst the Taskforce and both Industry & Contracts and Policy Working groups.

b. Approval of August 20, 2020 Meeting Minutes

John A. Ramirez made a motion to approve the August 20, 2020 Meeting Minutes. The motion was seconded by Miriam Collada-Myers. The motion passed (Approved 8-0).

IV. New Business

a. Approval of 2021 Meeting Dates

Michaeljohn Anthony Green made a motion to approve the 2021 meeting dates. The motion was seconded Miriam Collada-Myers. The motion passed (Approved 8-0).

V. Reasonable opportunity for the public to be heard before County Boards (Sec. 2-11.39.3)

Stephannie Cetoute asked about the Janitorial Services pool. Ms. Johnson provided clarification and proper procedures to follow.

VI. Adjournment

Carmen Viera Baker made a motion to adjourn. The motion was seconded by John A. Ramirez. The motion passed (Approved 8-0). The meeting adjourned at 12:52 PM.