



ONE CITY. ONE JACKSONVILLE.

# City of Jacksonville, Florida

*Lenny Curry, Mayor*

Procurement Division  
Equal Business Opportunity Office  
Ed Ball Building  
214 N. Hogan Street, Suite 800  
Jacksonville, Florida 32202

JSEB Monitoring Committee Meeting  
April 13, 2022  
Ed Ball Building, Room 825  
Minutes

Present: Leslie Campbell, Antoinette Meskel, Jessie Spradley

Absent: Nina Sickler (Team option)

Staff: Sheliah Brown, Denise Daniels

Chair Leslie Campbell called the meeting to order at 2:05 p.m.

Public comments: none

Leslie Campbell introduce herself and asked for everyone around the table to introduce themselves. Antoinette Meskel introduced herself from Meskel & Associates Engineering, Jessie Spradley introduced himself from the Northeast Florida Builders Association, Denise Daniels introduced herself from the EBO/JESEB office and Sheliah Brown introduced herself from the EBO/JESEB office.

Office Updates:

Chair Leslie Campbell called to order the office updates listed on the meeting Agenda dated 4/13/2022: Sheliah Brown introduced Denise Daniels as the new administrative assistant for Dinah Coleman-Mason, EBO/JSEB Administrator. Shelia explained to the committee that she would be attending the meeting on Dinah's behalf.

Sheliah the status of Disparity Study Kick-off and stated that the Disparity Study Kick-off was signed by the Mayor, under review by the Office of General Council and it is expected to be completed in six months from the start date. Once review is completed, the Disparity Study will begin.

Sheliah discussed the EBO Business opportunity meeting that was held this month for JSEB vendors with a personal net worth of \$300,000.00 and below. She further discussed the small contract opportunities available through the Department of Housing and how vendors could benefit from the opportunities.

Chair Leslie Campbell asks if the EBO 300,000.00 was a goal and Sheliah explained that it was their JSEB vendors personal net worth of 300,000.00 and below. Leslie asked if it was the first-tier group and that she remembered that it was three tier groups. Sheliah confirmed that the 300,000.00 was the first-tier group. Sheliah stated that the program would help us kick off trying to get a framework for our Tier program and MIRCO JSEB program. Leslie Campbell stated that when the committee met on September 8, 2021, they talked about the Disparity Study coming up fully funded and ask if the Disparity Study was



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fully funded yet. Sheliah stated that the Disparity Study has been funded and the contract has been signed by the Mayor's office.

Sheliah updated the Committee on the ICATT program and stated that ICATT is a consulting group that the EBO/JSEB is in the process of being in contract with and they will be providing estimating proposal writing services for our JSEB vendors, also ICATT will be providing training and consultation services. Sheliah explained that if a JSEB vendor wanted to be on a particular opportunity then the ICATT program can assist with them with how to construct their proposal. Leslie stated that this a great opportunity for the JSEB program. Leslie also stated that this service will give the JSEB vendors clarification because everyone business is not the same. Leslie asked how long will the ICATT services be available and if the program is contracted or if he (owner) is a sub-contractor through the City. Sheliah stated that he is contracted through the City, and he went out as a sole source. Sheliah also informed the committee that she thinks the contract is for a year, but the services will be evaluated to see if the program still has a need, but she is sure that it will always be needed.

Sheliah informed/discussed with the committee about Aileen Cruz's departure from the EBO/JSEB office on Friday, April 8<sup>th</sup>, 2022.

Sheliah discussed the Equal Business Opportunity Program Project Goals Plans and stated that the EBO Plan was emailed to the Committee and asked for reviews and there were no responses received. The Committee discussed the EBO plan packet that was emailed to them.

Sheliah and the Committee discussed the Ordinance clarification on Staggered Term Limits. Sheliah explained that the Staggered portion in the Ordinance means everyone did not get appointed on this Committee at the same time and their terms will end at different times. Sheliah asked the committee to review their resolutions. Jessie Spradley explained his first appointment and his reappointment. Jessie discussed his appointment and the application process for a reappointment also and ask if he needed to let his term expire as a private citizen and get another appointment and if we wanted him to remain on the Committee or will we get someone else in his place. Sheliah stated that she will discuss with Dinah to see how she wants to proceed. The Committee discussed the process of appointing new members and the application process. Sheliah stated that she will inform the Committee of the status and how the Committee will move forward. Sheliah thanked the Committee members for all of their hard work.

Meeting Adjourned: 3:14 pm.