

# Blueprint Intergovernmental Agency Citizens Advisory Committee Meeting Minutes

**Date:** June 8, 2017  
**To:** Citizens Advisory Committee  
**From:** Benjamin H. Pingree, PLACE Director  
**Subject:** Summary Minutes for February 9, 2017 CAC Meeting

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## Committee Members present:

Allen Stucks	Gordon Hansen
Claudette Cromartie	JR Harding
Kent Wimmer	Gina Kinchlow
Neil Fleckenstein	George Smith
Hugh Tomlinson	Henree Martin
Peter Okonkwo	Stewart Proctor
Jim Stevenson	

## Committee Members absent:


## Guests/Presenters/Staff present:

Autumn Calder	Ben Pingree
Susan Emmanuel	Angela Ivy
Darryl Jones	Cristina Paredes
LaTanya Raffington	Shanea Wilks
Paco de la Fuente	Mrs. Fleckenstein
Kathy Bell	Megan Doherty

## I. AGENDA MODIFICATIONS

- There were no agenda modifications

## II. INFORMATIONAL ITEMS/PRESENTATIONS

- Blueprint Project Updates
- Continuance of George Smith on the Blueprint Citizens Advisory Committee
- Proposed Prioritization Process for the Blueprint 2020 Infrastructure Projects
- Minority Women and Small Business Enterprise Operational Update

## III. CONSENT

### Item #1: CAC Meeting Minutes: August 11, 2016 and December 15, 2016

JR Harding moved approval. Kent Wimmer seconded the motion; it passed unanimously.

**Item #2: Authorization to Negotiate and Execute an Agreement with MGT of America for the Disparity Study of the Tallahassee, Leon County, and Blueprint Intergovernmental Agency**

Claudette Cromartie questioned if the criteria for the Request for Proposal (RFP) and Request for Qualifications (RFQ) was shared through the Citizens Advisory Committee (CAC). Ben Pingree stated that prior to the recent consolidation of the City and County Minority Business Enterprise (MBE) offices into the Minority Women Small Business Enterprise (MWSBE) office within Planning Land-management and Community Enhancement (PLACE) this information would have been presented to the City and County commissions individually. Due to the consolidation of those offices, it followed the information and approval process of other Blueprint Intergovernmental Agency (BPIA).

Cristina Paredes stated that in August 2016 the CAC heard a presentation by the Office of Economic Vitality (OEV) regarding the RFP for the Disparity Study; the Blueprint Intergovernmental Agency Board of Directors (Board) subsequently approved it in September 2016. She explained that Darryl Jones, the new Deputy Director of MWSBE and his team, evaluated the RFP responses. Which brought them to the current agenda item before the CAC for approval.

Regarding the cost of the study, George Smith stated that while it was a large amount, what he understood was that it was cheaper and more effective than risking litigation. Ben Pingree stated an unequivocal yes and that it was fundamental to the MWSBE program.

Stewart Proctor moved approval; Henree Martin seconded the motion. It passed unanimously.

**Item #3: Authorization to Advertise, Negotiate and Award the Targeted Industry Study for Tallahassee - Leon County**

Stewart Proctor questioned if the sites and buildings aspects of the study would come into play. Al Latimer stated that it would occur in the first full year following Board approval. Information on the site selection and study would be provided to the CAC.

George Smith moved approval; Henree Martin seconded the motion. It passes unanimously.

**Item #4: Approval of the Amended Tallahassee-Leon County Office of Economic Vitality Policies and Procedures**

Stewart Proctor questioned how the policy and procedure manual considered actions taken by the Legislature in the Careers and Competition meeting. Al Latimer stated that it was only addressing local incentives that could be companions to state level incentives.

Mr. Proctor questioned how the confidentiality policy applied. Mr. Latimer stated that clarified that economic development records were exempt from public disclosure. The signed confidentiality agreement would be honored by all entities working on that project and would protect informational property, early disclosure, etc.

Peter Okonkwo moved approval; Neil Fleckenstein seconded the motion. It passed unanimously.

#### **IV. GENERAL BUSINESS**

##### **Item #5: Appointment of Kathy Bell to the Blueprint Intergovernmental Agency Citizens Advisory Committee**

Neil Fleckenstein clarified that because Ms. Bell was replacing Ed Murray, who served for only one meeting, Ms. Bell would be effectively serving three terms on the CAC. Autumn Calder confirmed Mr. Fleckenstein's assessment.

Henree Martin moved approval; Steward Proctor seconded the motion. It passed unanimously.

##### **Item #6: Approval of the Status Report on the Operations of the Tallahassee – Leon County Office of Economic Vitality**

JR Harding noted that persons with disabilities were beginning to be included as minorities for the purposes of MWSBE. Darryl Jones stated that this would be included in the disparity study with the results showing how to incorporate personas with disabilities in the MWSBE policies and procedures.

JR Harding moved to accept the status report; Kent Wimmer seconded the motion. It passed unanimously.

##### **Item #7: Acceptance of the Tallahassee – Leon County Economic Development Strategic Plan to Work Plan**

Stewart Proctor questioned if the work plan was specific to OEV. Ben Pingree stated that it was and extended beyond the OEV in that some of the components called for collaboration with community partners.

The CAC accepted the Work Plan without a quorum.

#### **V. CITIZENS TO BE HEARD ON NON-AGENDAED ITEMS**

Speakers: None

#### **VI. ITEMS FROM MEMBERS OF THE COMMITTEE**

Stewart Proctor stated that the meeting seemed to skip around the agenda, leaving insufficient time to discuss items requiring votes. He requested consideration to sequencing and prioritization that allowed for questions, discussions, and recommendations. If the committee was to make recommendations and take action, he suggested, allocating more time to those parts of the agenda and less to informational presentations. Allen Stucks agreed with the assessment.

#### **VII. ADJOURN**

**The meeting adjourned by consensus at 6:30 pm.**