



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

ONE CITY. ONE JACKSONVILLE.

MEMORANDUM

To: Sam Mousa, CAO

Dr. Cheryl L Brown, Director/Council Secretary

From: Mario Rubio, JSEB Administrator 

Date: June 6, 2018

Re: 2018 JSEB Monitoring Committee Quarterly Report

In accordance with section 126.606 of the Jacksonville Ordinance Code which states: "This Committee shall meet quarterly with the Director, who shall then generate a quarterly report for the Mayor and Council no later than 14 days after each quarterly meeting." Please find the first report for fiscal year 2018 since reappointment of all new members.

JSEB Monitoring Committee Quarterly Report

Meeting Date: May 23, 2018

Attendance: All 7 members were in attendance

Support Staff: Mario Rubio & Rose Nettles

Guests: None

The meeting was convened at: 1:32 p.m.

Meeting Adjourned at: 3:30 p.m.

The meeting began with introductions by each member since all the members are new and this was the first time the committee has met since 2015.

Because this was the first meeting we discussed JSEB program requirements and the mission of the program.

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JSEB Monitoring Committee Quarterly Report

We also provided a summary of the ordinance code (126.606) that outlines the responsibilities of the committee. The committee decided to take a more in-depth look at the code in the coming sessions.

Additionally the committee requested that the Office of General Council attend the next meeting so that the members can get a historical perspective of the program and any legal parameters that they must follow.

The committee also reviewed the training survey results from last year. The committee was asked to look at the questions from last year and provide us with suggested changes.

We provided the committee with an overview of our educational program and shared a list of the course offerings for FY 2018.

The committee decided to meet on July 26, 2018 and continue their discussion of the ordinance code and survey questions.

Cc: Mike Weinstein, CFO
Greg Pease, Chief of Procurement
Jordan Elsbury, Intergovernmental Affairs