



WEST PALM BEACH

City

Administration

**Mayor's**  
for Racial &  
**Task Force**  
Ethnic Equality

**FINANCE, BANKING & BUSINESS**

**SUBCOMMITTEE**

**MEETING MINUTES**

**Wednesday, August 11, 2021**

**5:30 p.m.**

**Zoom Meeting**

#### **Call to Order & Attendance Quorum**

Leontyne Brown, subcommittee co-chair, called the meeting to order at 5:34 p.m. Kayla Elson, of Justice & Sustainability Associates, welcomed everyone took attendance of participants for the meeting record and then reviewed the meeting agenda.

#### **July 14<sup>th</sup> Meeting Minutes**

The minutes of the July 14<sup>th</sup> subcommittee meeting were unanimously approved as distributed.

#### **Small Business Survey Update**

Kayla Elson reviewed the small business survey results from the former and aspiring business owner survey sections. Members liked the idea of adding a vendor reporting system that allows anonymous reporting of racial inequities and discrimination, as mentioned in a comment by a surveyor. This reporting system will allow vendors to report if they feel there has been some level of racial or gender discrimination against them. Juan Pagan, subcommittee member, requested a collateral to advertise the small business survey. Members liked the idea of having city assistance in spreading word about the subcommittee survey. Members also discussed a system of distributing and collecting physical survey forms, and where ideal locations would be, like City Hall or a local restaurant. Leontyne Brown clarified that having more West Palm Beach community members filling out the survey will help affirm that the subcommittee's recommendations are headed in the right direction.

#### **Confirmation: Priority One Recommended Ideas**

Kate Aisling McMahon-Klosterman, subcommittee member, noted that the survey results showed that the process of navigating the business registration, permitting, and code requirements was easier than the subcommittee members initially thought, and wondered if priority one was still necessary based on that feedback. Leontyne Brown agreed. Members concluded that the business incubator is aiming to do far more than help people navigate the business system, so it would still be necessary. It was confirmed that the Black Chamber of Commerce business incubator is supported by the city, but is not a city entity, Urban League's is similar.



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Leontyne Brown then gave contextual information about the collective subcommittee co-chair meeting in July and where the subcommittee's priorities overlapped with others. She was unsure what the larger task force will do about the overlap. Kayla Elson confirmed that each subcommittee has a unique set of recommendations, and that ideas that overlapped would not be disregarded or chosen over another. Kayla Elson then explained that the objective of today's meeting is to look at the draft policy ideas, walk through them, and confirm that each draft policy idea reflects the intention of the subcommittee. The draft policy ideas must be clearly actionable, and can be used by the city to move forward.

Leontyne Brown stated she thinks that the sub-bullet point under priority one idea one is unnecessary now that the subcommittee has confirmed how each entity is running the existing incubators. Darren Studstill, subcommittee member, did not agree with removing this bullet point and advocated for keeping the line of communications open between CitySuites (a potential incubator implementation partner) and the city. Leontyne Brown clarified that the objective of the subcommittee's recommended business incubator is to ensure it is city-ran and owned so that the city can take accountability and be responsible for its success. The language can be changed so that communications with CitySuites on implementation of business incubator initiatives and communication with existing incubators is maintained.

### **Confirmation: Priority Two Recommended Ideas**

Leontyne Brown stated that there were no language additions to their second priority. Kayla Elson added that these recommendations will be going in front of folks that do not have the same full context the subcommittee has around the draft policy ideas. Members were in agreement around the language for their second priority and agreed to moving forward with it to the Task Force meeting.

### **Next Steps**

An update on the August 26<sup>th</sup> meeting is forthcoming. Members are encouraged to attend. It is undecided whether the subcommittee will meet again in September, but the scheduled date will be held. Confirmation will be given after the Task Force's August 26<sup>th</sup> meeting.

### **Adjourn**

Leontyne Brown adjourned the meeting at 7:02 p.m. The next meeting will (potentially) be on September 8<sup>th</sup>, 2021, 5:30 – 7 p.m. on Zoom.

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**ATTENDANCE**

Present:

Leontyne Brown, Subcommittee Co-Chair

Darren Studstill, Subcommittee Member

Juan Pagan, Subcommittee Member

Juan Carlos Tagle, Subcommittee Member

Kathryn Aisling McMahon-Klosterman, Subcommittee Member

Tiffany David, City of West Palm Beach Mayor's Office

Kayla Elson, Justice & Sustainability Associates

Emma Lipsky, Justice & Sustainability Associates

Absent:

William (Bill) Jacobson, Subcommittee Co-Chair