



Suzanne Sewell
President & CEO

Troy Strawder
Board Chair

Tom Derzypolski
Chair, RESPECT Business Development Committee

Ryland Musick
RESPECT Executive Director



RESPECT Business Development Committee Meeting
February 4, 2015
10:00 a.m. – 12:00 p.m.

RBDC Members:

Tom Derzypolski	BowStern Marketing Communications/BDC Chair
Shirley Balogh	Alliance for Independence/Chair, ROC
Sylvia Perez	Lighthouse for the Visually Impaired & Blind
Jim Scarboro	Senior V.P., Institutional Banking & Treasury Management, Capital City Bank Group
Dehryl McCall	Career Source Florida

Present:

YES
YES-via phone
YES-via phone
YES
NO

FARF/RESPECT:

Ryland Musick	RESPECT Executive Director
Suzanne Sewell	FARF President & CEO
John McBride	Service Contracts Director
Lisa Felder	Programs Coordinator
Denise Frederick	Commodities & Procurement Director
Peg McPherson	Marketing & Communications Manager
Joe Pierini	Chief Financial Officer

Present:

YES
YES
YES
YES
YES
YES
YES

Key Points Discussed		
No.	Topic	Highlights
I.	Call to Order & Roll Call	Derzypolski called the meeting to order at 9:56 a.m. Felder conducted roll call. All BDC members were present in person or via conference call with the exception of Dehryl McCall. A quorum was achieved.
II.	Approval of Minutes	Derzypolski asked for a motion to approve the minutes from the November 12, 2014 meeting. A motion to approve was made by Scarboro and seconded by Balogh.
III.	Additions to Agenda	Derzypolski called for additions to the agenda. McBride requested an update on recruitment of BDC members be added to the Old Business/Action Items agenda item. All members agreed.
IV.	Old Business/Action Items	<p>After having announced there were no action items from the previous meeting, Derzypolski began the discussion on new member recruitment.</p> <p>Derzypolski suggested reaching out to Tyler Houston, owner of his own business, Pyxis Financial, in Tallahassee. Derzypolski opined Houston would be an asset to BDC membership. All other BDC members agreed and Derzypolski will reach out and offer membership to Houston.</p> <p>Scarboro shared he reached out to Stu Bevis of the Tallahassee Chamber concerning membership. Bevis felt that he was over committed and respectfully declined the offer of membership.</p> <p>Musick will reach out to individuals he has in mind and inquire about membership.</p> <p>Derzypolski suggested reaching out to prospective members based on “geographical diversity”, suggesting specifically people from the South Florida/Miami region.</p> <p>Sewell stated Dehryl McCall of Career Source Florida accepted the offer of BDC membership but was not able to participate today due to a prior commitment.</p>
V.	Introductions of new RESPECT Executive Director-Ryland Musick & New Member-Dehryl McCall	Sewell introduced Ryland Musick as the new RESPECT Executive Director and shared his employment background with BDC members.

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VI.	DMS-Updates to Policies & Procedures and Contract Renewal Update	Sewell informed members DMS has indicated they would like to extend RESPECT's contract by 5 years starting in July 2015. Sewell also reviewed a summary of amendments to RESPECT's Policies & Procedures document that DMS has requested.
VII.	Review of Marketing Plan	<p>Musick and McPherson led the discussion on the RESPECT Marketing Plan with the following highlights:</p> <ul style="list-style-type: none"> • Musick indicated the current Marketing Plan is a good start, but we must look at the "big picture" and identify and connect with people who can influence those who are making procurement decisions. • Musick emphasized "the RESPECT program is a tool to create employment for persons with disabilities." • McPherson opined the Marketing Plan is more of a Development Plan and that we need to educate more people about RESPECT. <p>Discussion followed on ideas for marketing of the RESPECT program.</p>
VIII.	Review of Annual Sales Report and Discussion	<p>Pierini reviewed the RESPECT a sales summary document and gave an update on past fiscal year sales with the following highlights:</p> <ul style="list-style-type: none"> • Fiscal Year 2013 and 2014 sales were steady, showing a .007% decrease year over year. • Product sales were down \$630,000 and service sales were up \$438,000 - or 9% and 2% respectively. • Total sales for fiscal year 2014 were \$28 million, with \$6.2 million of product sales and \$21.80 million of service sales.
IX.	DMS PowerPoint on Procurement	<p>Frederick shared an example of a DMS PowerPoint presentation that is shown at each Purchasing Director's Meeting that stresses purchasing through My Florida Market Place.</p> <p>Frederick informed BDC members that DMS does not allow outside vendors at the meetings, but DMS has given permission for RESPECT to include two slides in the PowerPoint presentation. RESPECT staff will develop slides to help promote the RESPECT program.</p>

Key Points Discussed		
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X.	Commodities Update	<p>Frederick gave an update on RESPECT commodities with the following highlights:</p> <ul style="list-style-type: none"> • Frederick echoed Pierini's earlier statement of \$6.2 million in sales of RESPECT commodities for fiscal year 2013-2014. • RESPECT has added to the commodities list, allergy/hemoglobin testing, meal kits, toothbrushes, and trash can liners. Toothbrushes have been the most successful with RESPECT providing toothbrushes to the Department of Corrections. • In January, Frederick, Musick and McBride attended the SUPRA National Conference in Arizona. Frederick gained several product ideas in the R & D stages that were shared at the conference. • Frederick recently attended a week long Department of Corrections tour where they conduct annual drug testing training and had the opportunity to highlight other RESPECT products. • Next month, Frederick will be speaking at a statewide Department of Transportation procurement meeting, to highlight the RESPECT program. • In the near future, RESPECT will have product inserts (post cards) going in orders to specific RESPECT customers. These inserts will feature information on other products those customers may need or have an interest in purchasing. The cards will also highlight the mission of the RESPECT program to provide employment opportunities to Floridians with Disabilities.
XI.	Services Update	<p>McBride gave a Services update with the following highlights:</p> <ul style="list-style-type: none"> • RESPECT services sales increased by \$438,000 during fiscal year 2013-2014. • RESPECT is expecting a new contract with FDOT District 3 for \$275,000. • Space Florida is taking over some buildings at the Cape and RESPECT hopes to provide janitorial service to several buildings. • A new Employment Center and a new contract for shredding in St. Petersburg has been added and we are working toward adding more customers.

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No.	Topic	Highlights
XII.	Services Update (continued)	<ul style="list-style-type: none"> RESPECT is working on pricing to add call center services to the RESPECT procurement list. <p>McBride also updated on the RESPECT Micro Enterprise grant candidates with the following highlights:</p> <ul style="list-style-type: none"> Two great proposals were received, although both proposals were very well thought out, one stood out slightly more and was selected unanimously by the RESPECT review committee. McBride shared the idea of the proposal, an instructional DVD pack, produced by a person with disabilities, to assist others with disabilities in obtaining employment. The DVD pack would include information including how and where to seek employment, applying for employment, how to dress for a job interview, personal care, etc. <p>Derzypolski asked for a motion to approve this proposal for the micro enterprise grant. BDC members approved unanimously.</p> <ul style="list-style-type: none"> McBride also updated on the request for information regarding virtual job fairs. McBride informed that he had found examples where a virtual job fair exists and we are exploring the feasibility of the model. RESPECT learned of a Job Fair sponsored by the City of Tampa and joined as their main sponsor, and we were in attendance.
XIII.	Schedule Next Meeting	<p>Derzypolski and Members discussed the best date for the next BDC Meeting. The following date was decided upon:</p> <p>Wednesday May 13, 2015 10:00am-12:00pm At the RESPECT Office in Tallahassee</p>
XIV.	Adjournment	<p>After calling for any more business and none being requested, Derzypolski adjourned the meeting at 11:25 a.m.</p>