

On **WEDNESDAY, MAY 25, 2022 CHAIRMAN CARSON GOOD OF THE GREATER ORLANDO AVIATION AUTHORITY** met with Board Member Belinda Kirkegard to discuss the upcoming Small Business Workshop. The meeting was held in Conference Room Earhart in the Aviation Authority Offices located on the third level of the Orlando International Airport, 1 Jeff Fuqua Blvd., Orlando, Florida. Chairman Carson Good called the meeting to order at 4:04 p.m. The meeting was posted in accordance with Florida Statutes.

Board members present,

Carson Good, Chairman
Belinda Kirkegard

Also present,

Dan Gerber, Interim General Counsel
Kevin Thibault, Chief Executive Officer

Mr. Good began the meeting by stating that he wanted to know what Mrs. Kirkegard wanted to accomplish during the Small Business workshop on June 1, 2022.

Mrs. Kirkegard's goals

- Evaluate how GOAA determines Small Business participation goals
- Evaluate what GOAA is doing to find ready willing and able companies
- Assess the quality of community engagement and outreach
- Review prime contractors' good faith efforts to meet Small Business participation goals

Mr. Thibault's goals and comments

- Improve on the processes that have been successful
- Determine the foundational accomplishments that we want to achieve
- Determine how we measure success
- Goals should include mentoring, supporting, growing and graduating firms
- Look at the market and assess the types of contractors that are available
- Expand outreach

Mr. Good and Mrs. Kirkegard agreed that recruitment, outreach, growth, and graduation are important issues to examine.

Mr. Good asked how the Small Business Department mission should be defined.

Mrs. Kirkegard offered the following comments on the mission

- Open up opportunities through education
- Communicate programs well
- Support small businesses
- Grow and graduate businesses

Mr. Thibault noted there are many possible measures to define success, including:

- Businesses that have grown
- Businesses that have graduated
- Recruitment of new businesses
- Dollar volume of payments to small businesses

Mr. Good asked for input on how to structure the meeting to make it successful. Mrs. Kirkegard focused on the Board setting goals, reporting, and policy objectives for staff to meet.

Chairman Good adjourned the meeting at 5:16 p.m.

(Digitally signed on October 15, 2022)

/s/ Dan Gerber

Dan Gerber
Recording Secretary

/s/ M. Carson Good

M. Carson Good
Chairman