

# OSD Link



Connecting Minority Vendors with Government Spenders

## Striving For OSD 2010: Benefits of Regional MatchMaker Workshops

In March we held our Northeast Florida Regional MatchMaker Workshop in Jacksonville. It was well-attended and you can read more about it in this newsletter.



Our office continues to enhance opportunities for women and minority business enterprises through Regional MatchMaker workshops. These sessions provide local minority business owners with practical advice on how to do business with the State of Florida. Our goal is to increase education and awareness of our services to our various stakeholders.

At our first annual Big Bend MatchMaker in May we team with the Florida Public Service Commission to discuss economic opportunities for women and minority business enterprises in the utilities and telecommunications industries. This year's theme is *Energizing Supplier Diversity through Communication: A Utilities and Telecommunications Initiative*. As we continue to enrich our current operations and develop new initiatives, we invite you to use the MatchMaker events to help your business do the same.

Thank you for your continued support as we strive to go from "Good to Great." Enjoy the April issue of *OSD Link* and please let us know what we can do to increase its value for you.

Torey L. Alston  
Director

## DATES TO REMEMBER

**May 8, 2008**

**Florida Regional Minority Business Council and Conference**

For more information about this event visit [www.frmbc.org](http://www.frmbc.org) or call (305) 762-6151.

**May 13, 2008**

**2008 Big Bend MatchMaker**

**Presented by the Office of Supplier Diversity and the Florida Public Service Commission**

For more information about this event visit [www.osd.dms.state.fl.us](http://www.osd.dms.state.fl.us) or contact Bridget Lee at (850) 487-0915.

**May 29, 2008**

**Southwest Florida Regional MatchMaker**

For more information about this event visit [www.osd.dms.state.fl.us](http://www.osd.dms.state.fl.us) or contact Bridget Lee at (850) 487-0915.

## MBE Spotlight



EW Bryant Associates, LLC, is a Florida-based firm that provides customized consulting and training services. This certified business enterprise establishes and deploys training strategies designed to meet

your organization's needs, at the executive management level or in the daily operations of an organization. To learn more about EW Bryant Associates, visit [www.ewbryant.com](http://www.ewbryant.com) or call (850) 224-6809.

**Include your event in the next issue of OSD Link**

Nearly 4,000 certified minority and women business enterprises receive *OSD Link* each month. If you want your event published in *OSD Link*, e-mail details to: [Carla.Pierre@dms.MyFlorida.com](mailto:Carla.Pierre@dms.MyFlorida.com).

# Tips for Success

- Update your contact information at [www.MyFloridaMarketPlace.com](http://www.MyFloridaMarketPlace.com). If you recently moved, changed your telephone number, or added additional services to your business let us know so your business listing is up-to-date. For personal assistance, please call the help desk at (866) 352-3776.
- As a registered state vendor with a working e-mail address, you can receive electronic notification of solicitations and purchasing opportunities in the State of Florida. Please visit: [http://vbs.dms.state.fl.us/vbs/main\\_menu](http://vbs.dms.state.fl.us/vbs/main_menu) to sign up.
- Serve To Preserve: Go Green! Learn more about environmentally preferred purchasing products, Florida Green Standards, or general information on Florida's efforts to reduce climate change, at: [www.MyFloridaClimate.com](http://www.MyFloridaClimate.com).
- Eligible Floridians can save money on prescription drugs at more than 3,000 participating pharmacies thanks to Governor Crist's Florida Discount Drug Card program. Savings vary depending on the quantity, type and brand of the drug purchased, but range from 5 percent to 42 percent for 10 commonly used prescription drugs. Program eligibility is based on age and/or income levels. Visit [www.FloridaDiscountDrugCard.com](http://www.FloridaDiscountDrugCard.com) to learn which drugs are discounted and find participating pharmacies. Participants can also choose a mail order option by calling the Florida Discount Drug Card help line at (866) 341-8894 or TTY (866) 763-9630.

## REGIONAL MATCHMAKER

Regional MatchMaker 2008 is coming to a city near you. Click on icon to go to Web site.

## Business Continuity Planning: How to Continue Operations During Disasters

As hurricane season approaches we are reminded of past disasters in our state over the past several years including hurricanes, fires and tornadoes. After such events, many businesses never return to full operations. According to the Department of Emergency Management, almost 40 percent of small businesses that close due to a disaster never reopen.

To stay in control during the time of adverse events it is recommended that a small, minority business create a Business Continuity Plan (BCP), sometimes called a Business Disaster Plan. Business continuity planning ensures maintenance or recovery of operations, including services to customers, when confronted with unexpected events. Having a BCP minimizes financial loss to a business and assist in continuing service to its customers.

When developing a BCP look at how your business functions on a day-to-day basis to determine which staff, materials, procedures and equipment are absolutely essential to keep the business operating.

### Points to Consider

#### Important Records

Create back-up copies of documents, databases and resources that are vital to the success of your business. Store the records in an off-site location where they can be accessed easily by authorized personnel in case of an emergency.

#### Alternate Location

Determine where your company can temporarily or permanently relocate if its current location is damaged or destroyed. Look into alternate locations in various areas and speak with the owners of these locations to review your business needs with them.

#### Proof of Tangibles

Take pictures or video of the business and physical assets used for the operations of your business. Store the photos, tape or CD, a copy of your most recently updated disaster plan, and other important documents in a safe place off-site.

Proactive planning for life-altering issues helps ensure that your business prospers after an emergency.

For assistance creating a BCP visit the Department of Emergency Management's Web site at [www.floridadisaster.org](http://www.floridadisaster.org).

## Northeast Florida Regional MatchMaker a Success!



*Regional MatchMaker Workshops include on-site certification, as well as one-on-one sessions with buyers.*

Nearly 100 participants joined us at the University of North Florida (UNF) on March 27 for the Regional MatchMaker. Thank you to business owners, local municipalities, state agencies and private corporations that made the event a huge success. We also want to thank our partners and sponsors in the region including UNF staff, for support of the event.

## MatchMaker Alert!

MatchMaker 2008 is coming! If you are interested in sponsoring MatchMaker 2008, please contact our office at: [Torey.Alston@dms.MyFlorida.com](mailto:Torey.Alston@dms.MyFlorida.com) or (850) 487-0915.

*Florida Governor Charlie Crist and State Rep. Terry Fields, D-Jacksonville, at the 2007 MatchMaker Conference.*