Commission Meeting Minutes  
Wednesday, July 10, 2019  
10:00 a.m. – 12:00 p.m.  
Kenneth Hahn Hall of Administration  
Room 739 – 7th floor  
500 W Temple St., Los Angeles, CA 90012

**Item 1: Call to Order:** Co-Chair Hampton called the meeting to order at 10:04 a.m.

**Item 2: Roll Call and Confirmation of Quorum:** Roll call was taken, and the quorum requirement was met.

**Present**  
1st Supervisorial District: Kerry Doi, Rose Acosta-Yonai, Diane Araujo, Andrew E. Rodriguez  
2nd Supervisorial District: Angela Gibson, Mark Robertson, W. Steven Temple  
3rd Supervisorial District: Sharon Brown, Christine Hershey, Lisa Miller, Todd Flora, Amy Ablakat  
4th Supervisorial District: Cindy Allen, Anna Wu, Ann Carpenter  
5th Supervisorial District: Anthony Williams, Tyrone Hampton

**Absent**  
1st Supervisorial District: Rose Acosta Yonai,  
2nd Supervisorial District: Gene Hale, Ky Chueon Kim  
3rd Supervisorial District: None  
4th Supervisorial District: Lucia Moreno-Linares  
5th Supervisorial District: Josef Essavi, Onnik Mehrabian, Frieda Hovsepian

**Staff**  
Joseph Nicchitta, Rafael Carbajal, David Diaz, Christian Olmos, Fernando Nieto, Francisco Mendez

**Public**  
None

**Item 3: Approval of Small Business Commission Minutes**  
Commissioner Araujo moved to approve the minutes of the Small Business Commission meeting for March 10, 2019. The motion was seconded by Commissioner Allen. Motion passed unanimously.

**Item 4: County Contracting - ISD**  
Christie Carr, Contracts Division Manager from the Internal Services Department (ISD), presented on the Local Small Business Enterprise (LSBE) and Community Business Enterprise (CBE) contracting goals for LA County, updates to the “Doing Business With LA County” website and the efforts made by ISD to meet their utilization goals. In addition, Ms. Carr highlighted important insurance requirements that should be considered with any County service contract.
Item 5: S.M.A.R.T Funding - LACDA
Carey Jenkins, of the Los Angeles Community Development Authority (LACDA), provided information on the S.M.A.R.T Funding Loan Program which aims at providing manageable loans to a wide range of businesses located in LA County. Mr. Jenkins further explained that the program continues to successfully process applicants within a 60 to 90-day window.

Item 6: Preference Program Ordinance Amendments – OSB
Christian Olmos from the Office of Small Business (OSB) presented a summary of the amendments made to the LSBE, Disabled Veteran Business Enterprise (DVBE) and Social Enterprise (SE) ordinances. Mr. Olmos elaborated that the new amendments will aim at providing more clarification to the language of the ordinances and will establish a new set of guidelines.

Item 7: Committee Updates
None

Item 8: Office of Small Business
Fernando Nieto from OSB, provided metrics on vendor utilization, vender certifications, and outreach events hosted and attended by OSB staff.

Item 9: Department Update
Joseph Nicchitta, Director of the Department of Consumer and Business Affairs (DCBA), provided an update on Management Appraisal Performance (MAP) goals. Currently the Department is working with H.R and the Chief Executive Office (CEO) on utilization goals for every department head in order to ensure that the 25% of procurement goals are reached.

Item 10: Future Agenda Items
None

Item 11: Public Comment
None

Item 12: Adjournment
The Small Business Commission meeting was adjourned at 12:00 PM