



COUNTY OF LOS ANGELES

Small Business Commission

BOARD OF SUPERVISORS

Hilda L. Solis
Mark Ridley-Thomas
Sheila Kuehl
Janice Hahn
Kathryn Barger

MINUTES

Wednesday, October 10, 2018

10:00 a.m. – 12:00 p.m.

Kenneth Hahn Hall of Administration
Conference Room 739
500 W. Temple St., Los Angeles, CA 90012

Item 1: Call to Order

Chair Jan Perry called the meeting to order at 10:10 A.M.

Item 2: Roll Call and Confirmation of Quorum

Roll call was taken and the quorum requirement was met.

Present: Jan Perry, Josef Essavi, Angela Gibson, Gene Hale, Ray Bishop, Christine Hershey, Lisa Miller, Cindy Allen, Anna Wu, Anthony Williams, Frieda Hovsepian, Ky Chueon Kim

Absent: Diane Araujo, Kerry Doi, Denis Quinonez, Mark J. Robertson, W. Steven Temple, Sharon E. Brown, Ann Carpenter, Lucia Moreno-Linares, Tyrone Hampton, Rose Acosta-Yonai, Onnik Mehrabian

Commission Services Staff: Joseph Nicchitta, Joel Ayala, Rafael Carbajal, David Diaz, Amanda Hernandez, Christian Olmos, Fernando Nieto, Brian Schwartz

Public: None

Item 3: Approval of Regular Meeting Minutes for July 11, 2018

Commissioner Lisa Miller moved to approve the minutes of the July 11, 2018 Commission meeting. The motion was seconded by Commissioner Josef Essavi. Motion Approved.

Item 4: Resolution to Address Business Registration Program

Commissioner Raymond Bishop presented a resolution to oppose the Business Registration Program, summarizing its purpose and his opposition to the proposed business registration fee of \$185.00

Motion: Commissioner Bishop moved to adopt the resolution. Chair Perry Seconded the motion. Chair Perry requested a roll call vote and the motion failed.

Ayes – 1 Opposed – 2 No's – 9

Motion: Commissioner Christine Hershey motioned to be against the Business Registration Program's additional fees.

Motion was seconded by Chair Perry. Chair Perry requested a roll call vote. The motion passed unanimously.

Item 5: Teleconferencing

DCBA Commission Services staff provided an overview of teleconferencing requirements at the request of the Commission. Staff described teleconferencing provisions under the Brown Act, and the needs and

opportunities to exercise the option for future Commission meetings. The 3 following options are being considered to increase meeting accessibility and attendance: 1). Record a meeting and receive feedback 2). Live stream a meeting 3). Live stream and 1 alternate location for meeting.

Item 6: Strategic Planning

DCBA Director Joseph Nicchitta, provided an update on the strategic planning process for DCBA and the Office of Small Business. The planning will be mission driven, allocating its resources in an effective way, evaluating what is currently working and not working. The resulting report will be sent to the Board to examine the needs of DCBA, the County, and the small business community. Rafael Carbajal, DCBA Chief Deputy Director, informed the commission that DCBA will bring in KH Consulting Group to prepare a 2 year look back and 2 year look forward for the Office of Small Business. KH may contact Commissioners to interview and provide feedback regarding the Commission and Small Business community. Mr. Carbajal also reminded the Commission about their upcoming Sunset Review and recommended the Commission to start thinking of goals they would like to set for the Commission.

Item 7: Office of Small Business Update

Fernando Nieto, of DCBA's Office of Small Business (OSB), provided metrics on vendor utilization, vendor certifications, and outreach events hosted and attended by OSB staff.

Item 8: Future Agenda Items

The following future agenda items were requested:

- Small Business Bill of Rights/ Opportunity Fund promotion
- Teleconferencing proposal
- Simplified Acquisition Program- (discussion item)
- Master Agreement Program- (discussion item)

Item 9: Public Comment

None

Item 10: Adjournment

The Small Business Commission was adjourned at 11:41 a.m.