

# LOS ANGELES COUNTY SMALL BUSINESS COMMISSION

## REGULAR MEETING MINUTES

East Los Angeles Library  
4837 East 3<sup>rd</sup> Street, Los Angeles, CA 90012  
Wednesday, April 19, 2017  
10:00 a.m. - 12:00 p.m.

**Item 1: Call to Order** Chair Jan Perry called the meeting to order at 10:12 a.m.

### **Item 2: New Commissioner Welcome**

Chair Perry introduced and welcomed the new members of the Small Business Commission, including Second District Angela Gibson, and Fourth District appointee Cynthia Allen, Randy Bowers, Lucia Moreno-Linares, Anna Wu, and Ann Carpenter.

**Item 3: Roll call and Confirmation of Quorum** Roll call was taken and the quorum requirement was met.

**Present:** Diane Araujo, Raymond Bishop, Randy Bowers, Sharon E. Brown, Ann Carpenter, Kerry Doi, Jozef Essavi, Angela Gibson, Tyrone Hampton, R. Christine Hershey, Lucia Moreno-Linares, Lisa Miller, Jan Perry, Mark Robertson (11:10), Anna Wu

**Absent:** Cynthia Allen (excused), Denis Quinonez, Gene Hale, W. Steven Temple (excused)

**Staff Present:** Joel Ayala, Amanda Hernandez, Christian Olmos, Sabra Purifoy, Chavon Smith

**Public:** Lillian Conroe, Tiffany Gibbons, Victor Parker, Yvonne Parker

### **Item 4: Approval of Regular Meeting for January 11, 2017**

The motion to approve the minutes for January 11, 2017 was moved by Commissioner Lisa Miller, seconded by Commissioner Diane Araujo. Motion passed unanimously.

### **Item 5: Simplified Acquisition**

Yvonne Parker from of Los Angeles County's Internal Services Division provided a presentation on L.A. County's Simplified Acquisition process.

### **Item 6: U.S. Small Business Administration Updates**

Victor Parker from the U.S. Small Business Administration gave a presentation on programs and services available for small business at the State and Federal levels.

### **Item 7: Small Business Services Update**

Sabra Purifoy, of DCBA's Small Business Services, provided several updates from the Small Business Services unit, including the Four Year Utilization quarterly report, the Small Business Services Scorecard, and a list of upcoming outreach events- including "Contracting Connections".

## **Item 8: Committee Updates**

### ▪ **Procurement & Reciprocity Committee**

Commissioner Kerry Doi, Committee Chair, provided the update for the Procurement & Reciprocity Committee. Commissioner Doi discussed the committee's established goals, which included identifying 3 reciprocity partners, increasing the number of certified small business, and increase the length of the certification period.

### ▪ **Economic Development & Outreach Committee**

Commissioner Lisa Miller, Committee Chair, provided the update for the Economic Development and Outreach Committee. Commissioner Miller discussed developing a mission statement for the committee, distributing small business toolkits, identifying locations for a facade improvement program, creating a guidebook for small businesses interested in contracting with the County, and to live stream or create YouTube videos of at least 6 events.

## **Item 9: Future Agenda Items**

Commissioner Doi requested an item relating on increasing reciprocity agreements

Commissioner Miller requested an item on meeting security

Commissioner Miller requested an item on commissioner and committee chair terms

Commissioner Bishop requested an item to review agenda items 'left on the table'

## **Item 10: Public Comment**

None

## **Item 11: Adjournment**

The Small Business Commission meeting was adjourned at 11:57 a.m.