

# LOS ANGELES COUNTY SMALL BUSINESS COMMISSION

## REGULAR MEETING MINUTES

East Los Angeles Service Center  
133 N. Sunol Drive, Los Angeles, CA 90063  
Wednesday, October 11, 2017  
10:00 a.m. - 12:00 p.m.

**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:** District 1: Jan Perry, Kerry Doi,  
District 2: Angela Gibson, Gene Hale (10:40), W. Steven Temple, Ky Chueon Kim  
District 3: Raymond Bishop, R. Christine Hershey, Lisa Miller  
District 4: Lucia Moreno-Linares (11:05)  
District 5: Jozef Essavi, Tyrone Hampton (10:23), Anthony Williams

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**Absent:** District 1: Diane Araujo, Denis Quinonez, Rose Acosta-Yonai  
District 2: Mark Robertson (excused)  
District 3: Sharon Brown (excused)  
District 4: Cindy Allen, Randy Bowers, Anna Wu, Ann Carpenter  
District 5: Onnik Mehrabian

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

**Present:**

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**Public:** Ara Arkelian

### **Item 3: Approval of Regular Meeting for July 12, 2017**

Chair Jan Perry moved to approve the minutes of the July 12, 2017 Small Business Commission Meeting. The motion was seconded by Steven Temple. Motion passed.

### **Item 4: 2028 Olympics Task Force**

Commissioner Lisa Miller discussed the development of an Olympics Task Force within the Small Business Commission to enhance opportunities for local small businesses in Los Angeles County. Commissioner Miller described the primary areas of focus:

- Business to Consumer Relations
- Business to Business Relations
- Business to Consumer Relations

Commissioner Miller moved to create a 2028 Olympics Taskforce. The motion was seconded by Commissioner Raymond Bishop.

After discussion, Commissioner Miller withdrew her motion and accepted the Commission's recommendation to develop the Olympics Task Force within the Economic Development and Outreach Committee.

#### **Item 5: Board Motion – October 3, 2017**

Joel Ayala, DCBA Chief Deputy Director, introduced the October 3, 2017 Board Motion by Supervisor Kathryn Barger regarding a collaborative task between the Small Business Commission and the Economy & Efficiency Commission to draft recommendations to strengthen business retention and expansion efforts in Los Angeles County. Seven Commissioners expressed interest in working with the Economy & Efficiency Commission on the item: Commissioners Perry, Temple, Hampton, Bishop, Williams, Hale, and Doi. DCBA staff will provide additional information to the Commission as the task develops.

#### **Item 6: 2017 Annual Report**

DCBA Commission Services staff provided a copy of the new Annual Report Template, which was released by the Board of Supervisors' Executive Office in August 2017. The document was previously reviewed by the Small Business Commission's Executive Committee, and the template will be used to format the Commission's 2017 Annual Report.

#### **Item 7: 2018 Nominating Committee**

The 2018 Nominating Committee was constituted at the last Executive Committee meeting in September 2017. The Executive Committee appointed Commissioner Mark Robertson to chair the nominating committee. In addition to the chair, the 2018 Nominating Committee is seeking 5 additional members- 1 representative from each supervisorial district. Interested commissioners were instructed to e-mail DCBA Commission Services staff if they are interested in serving on the committee.

#### **Item 8: Commission Administrative Manual**

DCBA Commission Services staff provided the Small Business Commission with the new *Los Angeles County Commission Manual* released by the Board of Supervisors' Executive Office in August 2017. This manual will replace the *Small Business Commission Administrative Manual*.

#### **Item 9: Committee Updates**

##### *Procurement & Reciprocity Committee*

Commissioner Kerry Doi, Committee Chair, provided the update for the Procurement & Reciprocity Committee. Commissioner Doi discussed the County's new reciprocity agreement with the City of Los Angeles, and the committee's ongoing efforts to increase the certification period from 3 to 5 years, and organize a roundtable discussion with the County's procurement officers.

The next meeting of the Procurement & Reciprocity Committee will be held on November 17, 2017.

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

Commissioner Lisa Miller, Committee Chair, provided the update for the Economic Development & Outreach Committee. Commissioner Miller discussed the committee's beginning efforts to identify opportunities for local and small businesses as Los Angeles hosts large scale events- including: the U.S. Olympics, the MLS World Cup or the NFL Superbowl. Commissioner Miller also discussed incorporating the committee's roundtable idea into the Contracting Connections format.

The next meeting of the Economic Development & Outreach Committee will be held November 17, 2017.

**Item 10: Small Business Services Update**

Sabra Purifoy, of DCBA's Business and Economic Development division, provided the Small Business Services update. Ms. Purifoy distributed the "Quarterly Status Report on Reconditions to Development and Implement a Four-Year Small Business, Disabled Veteran Owned Business and Social Enterprise Utilization Plan" board report, and provided a presentation highlighting the 2017 accomplishments of the Small Business Services unit. Ms. Purifoy also announced that the next Contracting Connections event will be held in District 3 at the Santa Monica Library on November 16, 2017.

**Item 11: Future Agenda Items**

Commissioner Temple requested an item to discuss small business opportunities related to the construction of the "bullet train" in Los Angeles.

**Item 12: Public Comment**

Ara Arkelian introduced himself as a local small business owner, investor and broker that

Commissioner Kim announced that the Los Angeles Korean Festival will be held October 12-15, 2017 at Seoul International Park.

Commissioner Gibson announced that the Greater Los Angeles African American Chamber of Commerce will host a 2017 Small Business Entrepreneurs Conference on November 1, 2017 at the LA Hotel.

**Item 13: Adjournment**

The Small Business Commission meeting was adjourned at 12:10 p.m.