



COUNTY OF LOS ANGELES SMALL BUSINESS COMMISSION

BOARD OF SUPERVISORS

Hilda L. Solis
Holly Mitchell
Sheila Kuehl
Janice Hahn
Kathryn Barger

"To Enrich Lives Through Effective and Caring Service"

Commission Meeting Minutes

Wednesday, October 21, 2020

10:00 a.m. – 11:45 a.m.

Meeting Held Via Teleconference

Item 1: Call to Order

Chair Doi called the meeting to order at 10:06 a.m.

Item 2: Roll Call and Confirmation of Quorum

Roll call was taken, and the quorum requirement was met.

Present

- 1st District:** Rose Acosta-Yonai, Andrew Rodriguez, Kerry Doi
- 2nd District:** Mark Robertson, Ky Chueon Kim, Steven Temple
- 3rd District:** R. Christine Hershey, Todd Flora, Amy Ablakat
- 4th District:** Ann Carpenter, Anna Wu
- 5th District:** Anthony Williams, Frieda Hovsepian, Tyrone Hampton

Absent

- 1st District:** Diane Araujo
- 2nd District:** Angela Gibson, Will Campbell
- 3rd District:** Lisa Miller, Sharon Brown
- 4th District:** Cindy Allen, Lucia Moreno-Linares, Patrick Wilson
- 5th District:** Josef Essavi, Onnik Mehrabian

Staff

Rafael Carbajal, Joel Ayala, Azusena Favela, Christian Olmos, Fernando Nieto, Michael Owh (ISD), Sayuj Panicker (County Counsel), Francisco Mendez

Public None

Item 3: Approval of Small Business Commission (SBC) Minutes

Commissioner Hershey moved to approve the minutes of the SBC meeting for July 8, 2020. The motion was seconded by Commissioner Carpenter. Motion was passed unanimously.

Item 4: Approval of 2021 Commission Meeting Calendar

Francisco Mendez, Department of Consumer and Business Affairs (DCBA) Commission Liaison, presented the 2021 Commission meeting calendar for approval. Commissioner Temple moved to accept and approve the calendar as is. Commissioner Hershey seconded the motion. Motion was passed unanimously.

Item 5: Introduction of DCBA Acting Director, Rafael Carbajal

Rafael Carbajal informed the SBC on his recent appointment to Acting Director of DCBA. After Acting Director Carbajal made remarks about the importance of the SBC, Chair Doi and the SBC welcomed Mr. Carbajal and looked forward to collaborating on future small business projects.

Item 6: Establishment of the SBC 2021 Nominating Committee

Francisco Mendez, DCBA Commission Liaison, informed the SBC that per "Appendix G" of the



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SBC Commissioner Manual, the establishment of the 2021 SBC Nominating Committee to facilitate the nomination process for 2021 Chair and Vice-Chair must begin. After discussion, Commissioner Robertson moved to establish the 2021 SBC Nominating Committee with Commissioner Carpenter (4th District) serving as Committee Chair, with Commissioners Rose Acosta-Yonai (1st District), Todd Flora (3rd District), Anna Wu (4th District) and Frieda Hovsepien (5th District) serving. A roll call vote was initiated, and the motion passed unanimously.

Item 7: Internal Services Department (ISD) – Simplified Acquisition Process (SAP)

Michael Owh, General Manager of Purchasing and Contracting Services for ISD, provided updates on the SAP. Among the shared updates, Mr. Owh shared information and statistics on spending and transaction trends for Los Angeles County Departments as well as the impacts that occurred as a result of the COVID-19 pandemic.

Item 8: DCBA Hall of Records (HOR) Progress

Azusena Favela, DCBA Deputy Director of Economic Development, shared that DCBA is in the process of moving their central headquarters at the Kenneth Hahn Hall of Administration over to the HOR. Among the information shared, a presentation that included pictures of the new workspaces and conference rooms was also shared.

Item 9: DCBA- COVID-19 Recovery Fund Update

Azusena Favela, DCBA Deputy Director of Economic Development, provided updates on the LA Regional COVID-19 Relief Loan Fund and the criteria needed for Los Angeles County small businesses to receive grants. With the help of the Local Initiative Support Corporation (LISC), 5/6 rounds of relief loan funds have been successfully launched. A summary of business who received these funds was also shared.

Item 10: SBC Committee Updates

Commissioner Williams, Chair of the SBC Procurement and Reciprocity Committee, stated that a conversation with the Department of Public Works (DPW) was held regarding the level of support and trainings that have been offered by DPW. Commissioner Robertson, Chair of the SBC Economic Development and Outreach Committee, stated that the Committee received information on the COVID-19 Relief Loan Fund and outreach updates from DCBA.

Item 11: Future Agenda Items

- LACDA or WDACS Economic Forecast for Los Angeles County
- Billion Dollars Spent on Certifiable Small Business and a Summary of Those Businesses
- RFI's or RFP's Available to Small Businesses Offering Innovative Technologies
- Alternative Actions and Solutions After Prop 16 Failed to Pass
- Assembly Bill 605

Item 10: Public Comment

There were no members of the public present to provide a public comment.

Item 11: Adjournment

Commissioner Flora moved to adjourn the Small Business Commission meeting. The motion was seconded by Commissioner Robertson. Meeting was adjourned at 11:43 a.m.