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# COUNTY OF LOS ANGELES

## Small Business Commission

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BOARD OF SUPERVISORS

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

### PROCUREMENT & RECIPROCITY COMMITTEE MINUTES

Friday, August 14, 2020

9:00 a.m. – 10:00 a.m.

**Meeting Held Via Teleconference**

#### **Item 1: Call to Order**

Chair Williams called the meeting to order at 09:03 a.m.

#### **Item 2: Roll Call and Confirmation of Quorum**

Roll call was taken and the quorum requirement was met.

**Present:** Angela Gibson, Anthony Williams, Diane Araujo, Kerry Doi  
**Absent:** Todd Flora, Frieda Hovsepan  
**Staff:** Azusena Favela, Christian Olmos, Francisco Mendez  
**Public:** None

#### **Item 3: Approval of Procurement and Reciprocity Committee Minutes**

Commissioner Araujo moved to approve the minutes of the June 26, 2020, Small Business Procurement and Reciprocity Committee meeting. The motion was seconded by Commissioner Doi. Motion passed unanimously.

#### **Item 4: Chief Executive Office (CEO), Department of Public Works (DPW), County Counsel (CoCo) – Contractor Bonding**

Matthew Diaz and Katrin Vartan, Representatives from CEO, Jose Quevedo, Assistant Deputy Director at DPW, Soo Kim, Administrative Services Manager III at DPW, and Michael Simon, Senior Deputy County Counsel, provided information on previously held trainings on bonding, levels of outreach conducted for the training program and statistics that resulted from the trainings. After discussion was held related to the overall goals of the bonding training program, Commissioner Araujo motioned to recommend to the full Small Business Commission to approve and support the development of a pilot program, with the help of 3 other cohorts, aimed at providing education and training on bonding to participants. Commissioner Williams seconded the motion. A roll call vote was initiated and resulted as follows:

Anthony Williams – Yes

Kerry Doi – Abstain

Diane Araujo – Yes

Angela Gibson – No

**Motion did not pass.**

#### **Item 5: Future Agenda Items**

- Update on Contractor Bonding

**Item 6: Public Comment**

None

**Item 7: Adjournment**

Commissioner Doi moved to adjourn the Small Business Procurement and Reciprocity Committee meeting. Commissioner Gibson seconded the motion. The meeting was adjourned at 10:05 a.m.