



COUNTY OF LOS ANGELES

Small Business Commission

Board of Supervisors

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

EXECUTIVE COMMITTEE MINUTES

Friday, February 12, 2021

10:15 a.m. – 11:15 a.m.

Meeting Held Via Teleconference

Item 1: Call to Order

Chair Robertson called the meeting to order at 10:18 a.m.

Item 2: Roll Call and Confirmation of Quorum

Roll call was taken and the quorum requirement was met.

Present: Mark Robertson, Steven Temple, Anthony Williams, Lisa Miller

Absent: None

Staff: Azusena Favela, Francisco Mendez

Public: None

Item 3: Approval of Executive Committee Meeting Minutes

Commissioner Miller moved to approve the minutes of the November 13, 2020, Small Business Executive Committee meeting. The motion was seconded by Commissioner Williams. Motion was passed unanimously via voice vote.

Item 4: Small Business Commission (SBC) – 2020 Annual Report

Francisco Mendez, Department of Consumer and Business Affairs (DCBA) Commission Services Liaison, shared that the drafting of the SBC 2020 Annual Report must begin. Mr. Mendez stated that reports for 2018 and 2019 were not drafted by the SBC and that an annual report must be reviewed and approved by the full Commission before submission to the Board of Supervisors (BOS) by the July deadline. After discussion, Commissioner Williams volunteered to draft the report. Commissioner Miller then motioned that Commissioner Williams draft and submit the 2020 Annual Report to DCBA staff by no later than end of business day on Friday, March 26, 2021. Commissioner Robertson seconded the motion. The motion passed unanimously via voice vote.

Item 5: SBC Goals for 2021

Francisco Mendez, DCBA Commission Services Liaison, shared that a requirement of the annual report is for the SBC to draft and plan for goals that the Commission should achieve in 2021. After discussion by the Executive Committee, the following four goals were drafted:

- 1) Ensure that prompt pay is included in the Recovery Plan submitted to the Board of Supervisors.
- 2) Recommend that the 25% Small Business Utilization Goal and 3% Veteran Utilization Goal not sunset at the end of the fiscal year.
- 3) Ensure that the SBC is involved in working groups associated on small business recovery
- 4) Invite CDFI's and resource providers to present on four (4) different sources of available funding that increase access to capital.

Item 6: SBC Committee Updates

Commissioner Miller informed the Executive Committee that the Procurement and Reciprocity Committee met earlier that morning to discuss and review Senate Bill (SB) 605. After discussion, agenda item SB 605 was tabled for a future Procurement and Reciprocity Committee meeting to receive additional metrics, statistics and information on how SB 605 would impact Los Angeles County small businesses. Commissioner Williams informed the Executive Committee that the Economic Development & Outreach Committee has not met in 2021, but will meet at the conclusion of the Executive Committee meeting and will receive information on the Los Angeles Regional COVID-19 Recovery Fund.

Item 8: Future Agenda Items

- Impacts of COVID-19 on women owned businesses
- Update on SB 605 and its economic impact

Item 9: Public Comment

None

Item 10: Adjournment

Commissioner Williams moved to adjourn the Small Business Executive Committee meeting. Commissioner Miller seconded the motion. The meeting was adjourned at 11:24 a.m.