



COUNTY OF LOS ANGELES CONSUMER AFFAIRS ADVISORY COMMISSION

BOARD OF SUPERVISORS

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

"To Enrich Lives Through Effective and Caring Service"

Commission Meeting Minutes

Thursday, May 20, 2021
10:30 a.m. – 12:00 p.m.

Meeting Held via Teleconference

Item 1: Call to Order Chair Ostroy called the meeting to order at 10:35 a.m.

Item 2: Roll Call and Confirmation of Quorum Roll call was taken, and the quorum requirement was met.

Present **1st District:** Farrell Chiles
 2nd District: Ronnie Jayne
 3rd District: Eugene Willis Jr, Joan Patsy Ostroy, Michelle Katz
 4th District: Charline Sistrunk, Scott Houston
 5th District: Vivian Chan, Harry Leon

Absent **1st District:** Mark Ramos, Mike Gomez
 2nd District: Eugene Hale, Gregory Gorman
 3rd District: None
 4th District: Mark Waronek
 5th District: Daniel Deng

Staff Maritza Gutierrez, Sayuj Panicker, Jessica Diaz, Francisco Mendez

Public None

Item 3: Approval of Consumer Affairs Advisory Commission (CAAC) Minutes

Commissioner Jayne moved to approve the minutes of the CAAC meeting for January 21, 2021. The motion was seconded by Commissioner Chan. Motion was passed via voice vote, with Commissioner Katz and Commissioner Houston abstaining from the vote.

Item 4: CAAC New Commissioner Welcome

Newly appointed Commissioner Michelle Katz, 3rd Supervisorial District, and Commissioner Scott Houston, 4th Supervisorial District, provided brief introductions and were welcomed by the Commission to the CAAC.

Item 5: CAAC 2020 Annual Report

Francisco Mendez, Department of Consumer and Business Affairs (DCBA) Commission Liaison, shared the CAAC 2020 Annual Report. After review, Commissioner Chan moved to approve the 2020 Annual Report. Commissioner Leon seconded the motion. The motion passed via roll call vote, with Commissioner Katz abstaining from the vote.

Item 6: CAAC Goals for Calendar Year 2021

Francisco Mendez, DCBA Commission Liaison, shared the CAAC 2021 Goals as drafted by the CAAC Executive Committee. After review and discussion about goal number five, Chair Ostroy

recommended that the Public Information Committee further discuss an implementation strategy for goal number five. Commissioner Jayne then moved that the CAAC 2021 goals be accepted as drafted. Commissioner Willis Jr. seconded the motion. The motion passed unanimously via roll call vote.

Item 7: DCBA Small Claims and Mediation Program Process

Jessica Diaz, DCBA Consumer and Business Affairs Representative II, presented information on the Small Claims and Mediation program administered by DCBA. The information shared highlighted what the typical experience is like for Los Angeles County residents requesting department assistance in small claims court or requesting a mediator for their dispute. Among the shared information, Ms. Diaz urged the Commission to share the meeting materials and information on the availability of these programs within their districts and through their networks.

Item 8: CAAC Legislative and Public Information Committee Updates

Commissioner Jayne, Chair of the Public Information Committee, stated that the Committee developed a format for the CAAC to participate in an upcoming virtual event hosted by DCBA. The Committee also discussed and drafted the Equity, Diversity and Inclusion section for the 2020 Annual Report, as mandated by the Los Angeles County Board of Supervisors. Commissioner Gorman, Chair of the Legislative Committee, was not available to provide the legislative update.

Item 8: DCBA Department Update

Maritza Gutierrez, DCBA Chief, shared that the upcoming mediation trainings are scheduled for June 7-10, 2021, and further information will be shared with the CAAC via email message.

Item 10: Future Agenda Items

None

Item 11: Public Comment

None

Item 12: Adjournment

Commissioner Katz moved to adjourn the CAAC meeting. Commissioner Leon seconded the motion. The meeting was adjourned at 11:30 am.