



# 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, April 21, 2021

10:00 a.m. – 11:45 a.m.

## Meeting Held Via Teleconference

### Item 1: Call to Order

Chair Robertson called the meeting to order at 10:02 a.m.

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

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

**Present**

- 1<sup>st</sup> District:** Kerry Doi, Andrew Rodriguez, Rose Acosta-Yonai
- 2<sup>nd</sup> District:** Will Campbell, Mark Robertson, Steven Temple, Ky Chueon Kim
- 3<sup>rd</sup> District:** James Conlon, Todd Flora, Lisa Miller, R. Christine Hershey
- 4<sup>th</sup> District:** Cindy Allen, Ann Carpenter, Anna Wu
- 5<sup>th</sup> District:** Anthony Williams, Frieda Hovsepian, Josef Essavi, Tyrone Hampton

**Absent**

- 1<sup>st</sup> District:** Diane Araujo
- 2<sup>nd</sup> District:** Angela Gibson
- 3<sup>rd</sup> District:** Amy Ablakat
- 4<sup>th</sup> District:** Lucia Moreno-Linares, Patrick Wilson
- 5<sup>th</sup> District:** Onnik Mehrabian

**Staff**

Rafael Carbajal, Joel Ayala, Azusena Favela, Fernando Nieto, Sayuj Panicker (County Counsel), Francisco Mendez

**Public**      None

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

Commissioner Essavi moved to approve the minutes of the SBC meeting for January 13, 2021. The motion was seconded by Commissioner Temple. The motion was passed unanimously via voice vote.

### Item 4: SBC – 2020 Annual Report

The SBC reviewed the draft version of the SBC 2020 Annual Report. There were no changes made. After review, Commissioner Miller moved to approve the 2020 Annual Report. Commissioner Wu seconded the motion. The motion was passed unanimously via roll call vote.

### Item 5: SBC – 2021 Commission Goals

The SBC reviewed the established goals drafted on February 12, 2021, at the SBC Executive Committee meeting. During discussion, the SBC established 2 additional goals:

- Invite the Small Business Administration (SBA) District Director to attend and present on business utilization of its programs.
- Recommend to the Board of Supervisors that a better understanding of the CBE program is needed to determine what is working and what is not.



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The SBC also amended goal #3 to include "microloans for small businesses". After discussion, Commissioner Temple moved to accept the goals drafted by the SBC Executive Committee and include the two established goals. Commissioner Flora seconded the motion. The motion passed unanimously via roll call vote.

### **Item 6: Internal Services Department (ISD) – New Procurement Platform**

Michael Owh, Chief Deputy Director for ISD, shared information on efforts made to onboard a new procurement platform that would aim to streamline the contracting process in Los Angeles County and would create new avenues to enhance data analysis and tracking. Among the tracked data, specific data on the demographics of small business owners in Los Angeles County could be generated if requested by the SBC.

### **Item 7: SBC – Letter of Support for Permanent Small Business Utilization (SBU) Goals**

Commissioner Doi made a motion to give the Chair of the SBC delegated authority to draft a letter of support to the Director of Department of Consumer and Business Affairs (DCBA). The letter would recommend that the 25% and 3% SBU goals not sunset at the end of the fiscal year of 2021. Commissioner Hershey seconded the motion. The motion passed unanimously via voice vote.

### **Item 8: SBC Procurement and Reciprocity and Economic Development & Outreach Committee Updates**

Commissioner Williams, Chair of the SBC Procurement and Reciprocity Committee, stated that the Committee has made it a goal to enhance the capacity to interact with small businesses countywide and to increase attendance in events hosted by DCBA and other partner agencies. Commissioner Miller was not available to give the Procurement and Reciprocity Committee update.

### **Item 9: DCBA- COVID-19 Recovery Fund Update**

Azusena Favela, Department of Consumer and Business Affairs (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. A summary of business who received these funds was also shared.

### **Item 10: DCBA Office of Small Business (OSB) Updates**

Fernando Nieto, Consumer and Business Affairs Supervisor, shared updates on the SBU goals. Among the information shared, statistics on small business outreach was also shared.

### **Item 11: Department Update**

Joel Ayala, DCBA Chief of Staff, shared information on the transition to the new DCBA offices at the Hall of Records. Rafael Carbajal, Director of DCBA, shared that a recently passed board motion would establish a new Economic and Workforce Development Department (EWDD) in the County of Los Angeles, and with this establishment, the SBC will transition over to the new EWDD. Director Carbajal thanked the SBC for their hard work and dedication to the Los Angeles County small business community and signaled that this would not be the end of all collaborative efforts that have been made throughout the years.



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### **Item 12: Future Agenda Items**

Presentation on outreach efforts made to new innovative technology companies.

### **Item 12: Public Comment**

None.

### **Item 13: Adjournment**

Commissioner Temple moved to adjourn the Small Business Commission meeting. The motion was seconded by Commissioner Essavi. Meeting was adjourned at 12:00 p.m.