

# LOS ANGELES COUNTY SMALL BUSINESS COMMISSION

## REGULAR MEETING

### MINUTES

Wednesday, April 20, 2016

**Item 1:** Call to Order: The meeting was called to order at 10:08 a.m.

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

**Present:** Jorge Corralejo, Kerry Doi, Jan Perry, Mark J. Robertson, W. Steven Temple, Ray Bishop, Sharon E. Brown, R. Christine Hershey, Keith McCarthy, David R. Harlow, Lisa Miller, Jozef Essavi, Tyrone Hampton, Cecilia S. Wu

**Absent:** Dennis Quinonez, Gene Hale, Marlon Thompson, Ky Chueon Kim, Maggie Soleimani, Anna S. Johnson, Sean Piazza, Dennis J. Young, Irshad-ul-Haque, Onnik Mehrabian

**Staff Present:** Brian Stiger, Joel Ayala, Debbie Cabreira-Johnson, Sabra Purifoy, Christian Olmos, Wason Fu, Espie Hernandez, Yvonne Sandoval

**Public:** Ghayane Zakaryan, Edwin Manoukian, Angel Munoz, Aria Ziatabari, Arka Aklyan, Gayla Kraetsch Hartsough, Heather Sims, Charlotte Maure, Jeffrey Hartsough

**Item 3: Action Item:** Approval of Minutes for the Regular Meeting on January 6, 2016.

The motion to approve the minutes with the following amendments/recommendations seen below was moved by Commissioner Lisa Miller and seconded by Commissioner Jorge Corralejo. Motion carried.

Recommendations:

- Commissioner Keith McCarthy recommends a friendly amendment of the regular meeting minutes, bullet point four to state the following: "The motion to approve nominating Co-Chairs was moved by Commissioner Keith McCarthy and seconded by Commissioner Joseph Essavi. Motion carried."
- Commissioner Raymond Bishop recommends for Commissioner Identification to be provided at the beginning of motions that are presented on the minutes. Madam Co-Chair Cecilia Wu agrees with Commissioner Ray Bishop.

**Item 4:** Chief Deputy Director Introduction

Director Brian Stiger introduces and welcomes the Department's new Chief Deputy Director Joel Ayala. Mr. Stiger gave a brief overview of Mr. Ayala's background and presented the Commission with a copy of Mr. Ayala's biography. Mr. Ayala introduced himself to the Commission and was welcomed aboard.

**Item 5:** Small Business Utilization Motion Update

Director Brian Stiger gave an overview of the recommendations that were made to the Board of Supervisors regarding establishing a utilization goal of 25% for Local Small Businesses and 3% for Disabled Veteran Small Businesses. The motion was passed by the Board on January 12, 2016. The Department hired KH consulting group to design a Utilization plan on how the goals will be

met, this plan will be present to the board on May 24, 2016. Director Stiger introduced Gayla K. Hartsough and her team to the Commission, they presented the four year plan to the Commission.

**Item 6: Committee Member Attendance**

- Madam Co-Chair Cecilia Wu expressed the importance of Commissioner attendance for the subcommittee meetings.
- Madam Co-Chair Wu expressed the importance of Commissioner participation at the upcoming Small Business Expo being held on May 5, 2016. She encourages all Commissioners to attend the upcoming event.
- Madam Co-Chair Christine Hershey encourages Subcommittee attendance and stresses the importance of Commissioner participation.

**Item 7: Subcommittee Updates**

- Commissioner Kerry Doi recommends to table the subcommittee reports due to the interest of time. Madam Co-Chair Christine Hershey agrees with Commissioner Doi's recommendation.

**Item 8: Department Update**

- Director Brian Stiger gave a brief overview of the responsibilities that will be assigned to newly appointed Chief Deputy Director Joel Ayala. Mr. Ayala will be tasked with the responsibilities of all small business items for the Department.
- Director Stiger mentioned that the Board of Supervisor's office has moved forward with the first reading of the Wage Enforcement Ordinance. The Wage Enforcement Ordinance will become effective July 1, 2016 and it will provide the authority for the Department to enforce the minimum wage in the unincorporated areas of the County. To date, the Department has visited around sixty (60) businesses and continues the educational efforts regarding the wage increase.

**Item 9: Future Agenda Items**

- Madam Co-Chair Christine Hershey suggested for the Department to measure the payment terms for Subcontractors.
- Madam Co-Chair Hershey suggested for the Department to provide a Small Business Initiative Update at the next Regular Meeting.

**Item 10: Public Comment**

- Angel Munoz from Abisco Products Co., introduces himself to the Commission and gave an overview of his experience with County contracting. He recommends for the Commission to implement a mentoring program that can assist small businesses with obtaining a County contract as it can be a difficult process for many small businesses.
- Aria Ziatabari introduces himself and informs the Commission that he appreciates the 15 day prompt payment stamp.
- Commissioner Kevin McCarthy recommends the use of the SBA program called SCORE.
- Commissioner Mark Robertson informs the public about existing programs regarding financing and loans. He recommends for the public to obtain information on the County loan programs.

**Item 11: Adjournment**

The meeting adjourned at 11:55 a.m.