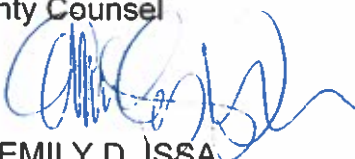


ANALYSIS

This ordinance amends Title 3 – Advisory Commissions and Committees of the Los Angeles County Code by adding Chapter 3.12, relating to the creation of the Small Business Commission.

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By



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EDI:mv

2/23/2015 (Requested)
6/8/2015 (Revised)

ORDINANCE NO. _____

An ordinance amending Title 3 – Advisory Commissions and Committees of the Los Angeles County Code by adding Chapter 3.12, relating to the creation of the Small Business Commission.

The Board of Supervisors of the County of Los Angeles ordains as follows:

SECTION 1. Chapter 3.12 is hereby added to read as follows:

Chapter 3.12 – SMALL BUSINESS COMMISSION

3.12.010 Continuation—Composition.

3.12.020 Purpose.

3.12.030 Activities—Advisory Authority.

3.12.040 Duties.

3.12.050 Length of Service—Vacancy.

3.12.060 Meetings.

3.12.070 Self-Governance Procedures and Quorum.

3.12.080 Officers.

3.12.090 Staff.

3.12.100 Compensation.

3.12.110 Sunset Review Date.

3.12.010 Continuation—Composition.

A. The Los Angeles County Small Business Commission, established by order of the Board of Supervisors on June 29, 1999, which shall be referred to in this Chapter as "Commission," is continued, subject to any modifications in this Chapter.

B. The Commission shall have 20 voting members, four members appointed by each member of the Board. A member of the Commission shall be appointed to a vacant position by, and serve at the pleasure of, the Board of Supervisors, which shall be referred to in this Chapter as the "Board."

C. The Commission may have up to five alternate members, one alternate member appointed by each member of the Board. Alternate members may attend all meetings but shall have voting rights only when replacing an absent voting member that was appointed by the Board member that appointed that alternate, whether during a regular or special meeting of the Commission. Alternate members may not be elected as the Chairperson or Vice Chairperson of the Commission. Alternate members may not participate as members of subcommittees.

D. Each voting and alternate member shall be representative of the business community in Los Angeles County and have demonstrated their interest and experience in small business affairs by virtue of their education, occupation, or activities prior to appointment. Each member shall reside in Los Angeles County.

3.12.020 Purpose.

The Commission is an advisory body whose purpose is to represent the interests and concerns of the small business community of the County to the Director of the

Department of Consumer and Business Affairs, hereinafter in this Chapter referred to as the "Director," and through the Director to the Board. The Commission's highest priorities are to advise the Director and the Board on small business contract utilization in the County and small business development in unincorporated areas of the County.

3.12.030 Activities—Advisory Authority.

The Commission shall act in an advisory capacity. The authority of the Commission shall not supersede or supplant that of any County officer or department nor deprive any County officer or department of any duty or responsibility provided for by the Constitution, statutes, or the Charter or ordinances of the County, as the same now exist or as they may be hereafter amended.

3.12.040 Duties.

The Commission shall have the following duties:

- A. To ascertain the needs of the small business community;
- B. To provide an annual report to the Director relating to issues that affect the small business community in the County;
- C. To assess the need for changes in procedures, programs or legislation in order to further the interests of small businesses in the County;
- D. To assess methods for effective outreach to small businesses in the County and to increase the transparency of County contracting processes;
- E. To monitor and evaluate progress in implementing all motions adopted by the Board pertaining to the small business community; and

F. To advise, make findings and recommendations, as appropriate, and report to the Director regarding the topics identified in subsections A through E of this Section, who shall, in turn report the findings and recommendations of the Commission to the Board as appropriate.

3.12.050 Length of Service—Vacancy.

A. All members of the Commission shall serve at the pleasure of the Board.

B. All voting members and alternates who are appointed following the effective date of the ordinance adding this Chapter 3.12 shall serve terms of three years, subject to subsection A, above. Those voting members and alternates who were serving as of the effective date of the ordinance adding this Chapter 3.12 shall serve out the remainder of their then-existing terms. Notwithstanding the above, all voting members and alternates shall continue to serve until their successor has been duly appointed.

C. No voting member or alternate of the Commission may serve more than two consecutive full periods of service as specified above. The Board may, by order, extend this length of service or waive this limit for individual members or the Commission as a whole.

D. A voting member's or alternate's position on the Commission shall become vacant upon his or her death, resignation, or removal by the Board. In the case of such a vacancy, the Board shall appoint a successor to serve until the position next becomes vacant under subsection B of this Section.

E. The provisions of Chapter 5.12 of the Los Angeles County Code shall not apply to the Commission.

3.12.060 Meetings.

The Commission shall meet at least four times a year. Special meetings of the Commission may be called at the discretion of the Chairperson or by a majority of the Commission.

3.12.070 Self-Governance Procedures and Quorum.

The Commission shall, in conjunction with the Director, prepare and adopt rules and procedures for the internal governance of its business provided that such rules and regulations are not inconsistent with this Chapter or any other applicable ordinance or statute. A majority of the voting members, including any alternates who are replacing a voting member as provided for in Section 3.12.010 (C), will constitute a quorum, and a majority vote of the voting members and any replacing alternates present is required to approve any item before the Commission.

3.12.080 Officers.

The Commission shall elect a Chairperson and Vice Chairperson during the January Commission meeting. The term of office of such officers shall be for a calendar year but shall not exceed the remaining tenure of the member elected if such tenure is less than a year.

3.12.090 Staff.

The Commission shall be staffed by employees of the Department of Consumer and Business Affairs as designated by the Director.

3.12.100 Compensation.

Each member of the Commission shall serve without compensation.

3.12.110 Sunset Review Date.

The sunset review date for the Commission shall be April 30, 2019.

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