



COUNTY OF LOS ANGELES SMALL BUSINESS COMMISSION

Members of the Board

Hilda L. Solis
Mark Ridley-Thomas
Sheila Kuehl
Don Knabe
Michael D. Antonovich

"To Enrich Lives through Effective and Caring Service"

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Chair, eff 01/2015

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Heaven on Earth Realty, Inc.

EXECUTIVE SUBCOMMITTEE REGULAR MEETING NOTICE AND AGENDA

Wednesday, May 20, 2015

PCS Conference Room – First Floor

Internal Services Department Headquarters

1100 N. Eastern Ave., Los Angeles, CA 90063

10:00 a.m. - 12:00 p.m.

AGENDA

1. Call to Order
2. Roll Call and Confirmation of Quorum
3. **Action Item:** Approval of Minutes for Regular Meeting on March 10, 2015
4. **Action Item:** Approval of Minutes for Special Meeting on April 7, 2015
5. **Departmental Update:**
 - a. Business Forums on Minimum Wage Issue
 - b. Small Business Commission Bylaws
 - c. Growing the list of County certified LSBEs
 - d. Commission Meeting Expenses
6. **Discussion:** Roles and Outcomes for Subcommittees
7. **Discussion:** County Utilization Goal for Small Business and Disabled Veteran Owned Business
8. Future Agenda Items
9. Public Comment
10. Adjourn

Small Business Services

1100 North Eastern Ave, Los Angeles, CA 90063

Telephone (323) 881-3964

Fax (323) 4158521 • Website: osb.lacounty.gov

Consumer Services

500 W. Temple Street, Room B-96 • Los Angeles, CA 90012-2706

Telephone (800) 593-8222 • (213) 974-1452

Fax (213) 687-1137 • Website: dca.lacounty.gov

LOBBYIST REGISTRATION

Any person who seeks support or endorsement from the Commission on any official action may be subject to the provisions of the Los Angeles County Code Chapter 2.160 relating to lobbyists. Violation of the lobbyist ordinance may result in a fine and other penalty.

ACCOMMODATIONS

Accommodations, American Sign Language (ASL) Interpreters of assisted listening devices are available with at least three business days notice before the meeting date. Agenda in Braille and/or alternate formats are available upon request. To make special arrangements, please call Small Business Services during Business Hours: Monday – Friday, 8:00 A.M. – 5:00 P.M at (323) 881-3964 or E-mail: OSB@dcba.lacounty.gov

SUPPORTING DOCUMENTATION

Supporting documentation can be obtained at Small Business Services, 1100 North Eastern Avenue, 1st Floor, Los Angeles, CA 90063. Business Hours: Monday – Friday, 8:00 A.M. – 5:00 P.M. Please call for an appointment at (323) 881-3964.



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ITEM 3

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EXECUTIVE SUBCOMMITTEE REGULAR MEETING MINUTES

Wednesday, March 10, 2015

FOS Large Conference Room (First Floor)
Internal Services Department Headquarters
1100 N. Eastern Ave., Los Angeles, CA 90063

Item 1: Call to Order: Chair Tyrone Hampton called the meeting to order at 10:32 a.m.

Item 2: Quorum Confirmation and Roll Call: Quorum Confirmed

In Attendance: Chair Tyrone Hampton, Joseph Essavi, Marlon Thompson, Anna Johnson

Staff Present: Brian Stiger, Kirk Shelton, Debbie-Cabreira Johnson, Caroline Torosis, Sabra Purifoy, Gregory Kwolek

Item 3: Proposed Ordinance to Establish Small Business Advisory Commission (Informational)

The Department of Consumer and Business Affairs updated the Executive Subcommittee on the proposed ordinance to establish the Small Business Advisory Commission.

The Subcommittee offered input on two issues: retaining alternate membership and retaining ex officio members.

Item 4: Commission Goals 2015

Chair Tyrone Hampton discussed the goals he would like to see accomplished during his term. They included the 1) County's adoption of a 25% small business utilization goal and a 3% disabled veteran owned utilization goal and the 2) successful transition of the Office of Small Business from the Internal Services Department to the Department of Consumer and Business Affairs.

Item 5: Formation of Subcommittees

Chair Tyrone Hampton discussed the subcommittees he planned to form. They were: Outreach Subcommittee, Economic Development Subcommittee, Procurement Subcommittee, and Reciprocity Subcommittee.

Item 6: Re-election of Vice Chair

The Department updated the Executive Subcommittee on how the election of the Vice Chair would proceed for the next Regular Commission Meeting.

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Item 7: 2015 Meeting Schedule

Chair Tyrone Hampton presented the schedule for the Executive Subcommittee. All meetings will take place at 10:00 a.m. on the following 2015 dates: May 20th, June 24th, August 26th, September 23rd, November 18th, and December 9th.

Item 8. Matters not Posted – For Future Agenda

The Executive Committee asked the Chair to define the roles and expected outcomes of the Subcommittees.

Item 9: Public Comment

None.

Item 10: Adjournment

Chair Tyrone Hampton adjourned the meeting at 12:28 p.m.



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EXECUTIVE SUBCOMMITTEE SPECIAL MEETING MINUTES

Tuesday, April 7, 2015

Executive Conference Room (Second Floor)
Internal Services Department Headquarters
1100 N. Eastern Ave., Los Angeles, CA 90063

Item 1: Call to Order: Vice Chair Joseph Essavi called the meeting to order at 9:45 a.m.

Item 2: Quorum Confirmation and Roll Call: Quorum Confirmed

In Attendance: Joseph Essavi, Marlon Thompson, Cecilia Wu

Staff Present: Brian Stiger, Caroline Torosis, Sabra Purifoy, Gregory Kwolek

Item 3: Upcoming Public Hearings for Business Owners to Comment on Potential Minimum Wage Increase in the Los Angeles County Unincorporated Areas

The Department of Consumer and Business Affairs updated the Executive Subcommittee on the plans to hold public hearings to accept public comments from businesses about the potential minimum wage increase. The Department gave context on the minimum wage issue, including a summary of three recent studies on the economic impact of increasing the minimum wage. The Department also discussed its proposed locations for the hearings and its planned marketing strategy to invite businesses to the hearings.

The Subcommittee offered suggestions to market the hearings to a broader audience of businesses, including reaching non-vendor businesses and Spanish and Mandarin language businesses. The Subcommittee also offered suggested locations for the hearings, including Southwest College and the Altadena Senior Center.

Item 4: Public Comment

None.

Item 5: Adjournment

Joseph Essavi adjourned the meeting at 10:40 a.m.