



# COUNTY OF LOS ANGELES SMALL BUSINESS COMMISSION

Board of Supervisors

Hilda L. Solis  
Holly J. Mitchell  
Lindsey P. Horvath  
Janice Hahn  
Kathryn Barger

## Commissioners

### Chair

Kerry Doi  
First District

### Vice Chair

Sarah R. Harris  
Second District

Andrew Chou  
First District

Barney Santos  
First District

Ali Ataya  
First District

Carina Rivera  
First District Alternate

Angela Gibson-Shaw  
Second District

Ametta Mack  
Second District

Leslie Jones  
Second District

Adriana Gomez  
Third District

Aura Garcia  
Third District

Robyn Ritter-Simon  
Third District

Scott Mayers, Ph.D.  
Third District

Carmen Schaye, Ph.D.  
Fourth District

Cindy Allen  
Fourth District

Patrick Wilson  
Fourth District

Catherine Tolentino  
Fourth District

Victor Parker  
Fourth District Alternate

Deane Leavenworth  
Fifth District

Jozef Essavi  
Fifth District

Tyrone Hampton  
Fifth District

Vartan Djhanian  
Fifth District

Onnik Mehrabian  
Fifth District Alternate

## REGULAR MEETING NOTICE AND AGENDA Wednesday, APRIL 8, 2026 10:00 AM – 11:45 AM

**IN-PERSON MEETING INFORMATION:**  
DEPARTMENT OF ECONOMIC OPPORTUNITY  
510 S VERMONT AVE, LOS ANGELES, CA 90020

**VIRTUAL MEETING INFORMATION:**  
Web Access: [SBC Meeting Link](#)  
Web Access Password: ou2h5x7T  
Phone Access Number: 1-323-776 6996, 758321725#  
Phone Access Code/Meeting Number: 244 413 196 708 39#

**PUBLIC COMMENT:**  
FOR PUBLIC COMMENT ON AN AGENDA ITEM OR NON-AGENDA ITEM,  
PLEASE USE THE LINK PROVIDED BELOW.

Please note that if you wish to address the Commission during the meeting, **a total of one (1) minute will be allowed.** Requests to be heard must be submitted to the DEO Staff by completing a Public Comment Form via the link provided. (The Chair may, in the interest of facilitation the business of the Board, limit the amount of time which a person may in addressing the Commission).

**Attachment** [Public Comment Form – Small Business Commission Meeting Public Card](#)

### A. CALL TO ORDER

### B. LAND ACKNOWLEDGEMENT

- a. Marissa Lao, DEO, will deliver the acknowledgement.

### C. ROLL CALL

### D. CHAIR'S REMARKS

### E. PUBLIC COMMENT

### F. ADMINISTRATION

- a. **RECOGNITION OF INCOMING SBC COMMISSIONER**

None.



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## b. DRAFT MINUTES OF THE L.A. COUNTY SMALL BUSINESS COMMISSION (SBC) QUARTERLY MEETING HELD ON FEBRUARY 25, 2026

**Presenter:** Kerry Doi, Chair, L.A. County SBC

**Summary:** This agenda item presents the Draft Minutes of the L.A. County Small Business Commission Quarterly Meeting held on February 25, 2026, for review, approval, and any additional action deemed necessary. **(ACTION ITEM)**

## c. SMALL BUSINESS COMMISSION ANNUAL REPORT

**Presenter:** Kerry Doi, Chair, L.A. County SBC

**Summary:** This agenda item will discuss the goals and objectives in the annual report, specifically on the creation of the first advisory memo. **(ACTION ITEM)**

## G. PRESENTATION

### a. LOS ANGELES COUNTY e-PROCUREMENT IMPLEMENTATION

**Presenter:** Michael Owh, Director, Department of Internal Services

**Summary:** This agenda item provides an overview of the County's e-Procurement implementation, a centralized online platform used to manage the full procurement lifecycle, including vendor registration, solicitation posting, bid submission, contract management, and purchase order processing.

### b. SMALL BUSINESS UTILIZATION UPDATE

**Presenter:** Felipe Moscoso, Chief, Office of Small Business, DEO

**Summary:** This item provides an update on small business utilization across County contracting, including recent performance data, progress towards County's participation goals, and ongoing efforts to increase opportunities for certified small businesses.

## H. MISCELLANEOUS

### a. Public Comment

### b. Items of interest to the Commission (Future Agenda Items)

### c. Adjournment

NEXT MEETING: July 8, 2026

10:00 a.m.- 11:45 a.m.

Meeting location: 510 S Vermont Ave, Los Angeles, CA 90020

**Please note that public comments will be accepted by e-mail or mail.**

You may submit public comment by e-mail to [opportunity\\_sbcommission@opportunity.lacounty.gov](mailto:opportunity_sbcommission@opportunity.lacounty.gov) or by mail to:

Attention:  
Department of Economic Opportunity  
Office of Small Business Commission  
510 S. Vermont Avenue  
11<sup>th</sup> Floor  
Los Angeles, CA 90020

Written public comment or documentation must be submitted no later than 5:00 p.m. the day before the scheduled meeting. Please include the agenda item and meeting date in your correspondence. Correspondence received shall become part of the official record.

**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. For further information, call (213) 974-1093.

**ACCOMMODATIONS**

Accommodations, American Sign Language (ASL) interpreters, or assisted listening devices are available with at least three business days' notice before the meeting date. Agendas in Braille and/or alternate formats are available upon request. Please telephone (213) 974-1431 (voice) or (213) 974-1707 (TDD), from 8:00 a.m. - 5:00 p.m., Monday through Friday.

Para información en español, por favor comuníquese a la oficina de Servicios de Comisión al numero (213) 974-1431 entre 8:00 a.m. y 5:00 p.m. lunes a viernes.

**SUPPORTING DOCUMENTATION**

Supporting documentation can be obtained at the Department of Economic Opportunity, 510 S Vermont Avenue, 11<sup>th</sup> Floor, Los Angeles, CA 90020 during normal business hours: Monday – Friday, 8:00 A.M. – 4:30 P.M.