



COUNTY OF LOS ANGELES  
SMALL BUSINESS COMMISSION  
2022 ANNUAL REPORT

<https://dcba.lacounty.gov/small-business-commission/>

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# 2022 Commissioners

## Commission Chair

Mark J. Robertson, Sr.  
Second District

## Commission Vice-Chair

W. Steven Temple  
Second District

### First District

Kerry Doi

Andrew E. Rodriguez

Rose Acosta-Yonai

Bridget Prince

### Second District

Will Campbell

Angela Gibson-Shaw

Mark J. Robertson, Sr.

W. Steven Temple

Ky Chueon Kim

Alternate

### Third District

James Finney-Conlon

R. Christine Hershey

Scott Mayers, Ph.D.

Arthur Lensky

## Fourth District

Cindy Allen

Ann Carpenter

Lucia Moreno-Linares

Carmen Schaye, Ph.D.

Patrick Wilson

Alternate

## Fifth District

Jozef Essavi

Tyrone Hampton

Frieda Hovsepian

Dean Leavenworth

Onnik Mehrabian

Alternate

## Procurement and Reciprocity Committee Chair

Lucia Moreno-Linares

## Economic Development & Outreach Committee Chair

Angela Gibson - Shaw

# The County of Los Angeles Small Business Commission

## 2022 Annual Report

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### Mission Statement

#### Mission and Purpose:

The Small Business Commission is an advisory body whose purpose is to represent the interests, concerns, and outcomes of the small business community to the Director of the Department of Economic Opportunity (DEO); and, through the Director, to the Los Angeles County Board of Supervisors (Board).

The Commission's highest priorities are to advise the Director and the Board on issues including, but not limited to, small business contract utilization and purchasing in the County and small business development in unincorporated areas of the County.

The Commission accomplishes the aforementioned by:

- Advising the Board of Supervisors on Commission's activities
- Providing a small business perspective and advice to the Director on small business issues, both current and emerging
- Helping to identify potential partnerships and grants
- Supporting the efforts of the Board in promoting equity in County Contracting as described in the aforementioned initiative
- Helping to build links between DEO and the Los Angeles County business community
- Disseminating information regarding small business protection and Department services to the public through multimedia platforms, Chambers of Commerce, churches, and various small business organizations

### Historical Background

Pursuant to Board Order, the Office of Small Business Advisory Board was created on June 29, 1999, to provide advice and support to help small businesses grow and do business with the County. In a subsequent Board order on May 22, 2001, the Office of Small Business Advisory Board was restructured as the Commission and has operated since that date. The Commission continues in its

role of making recommendations to the Director of the newly formed Department of Economic Opportunity and the Board on issues that affect the small business community, with the ultimate goal of small business growth through the conduct of business with the County. This is the epitome of economic development.

Throughout its history, the Commission has been housed within the Internal Services Department, The Department of Consumer and Business Affairs, and the Department of Economic and Workforce Development in 2021. Most recently, in 2022, the Commission settled within the newly formed Department of Economic Opportunity (DEO). It is the Commission's hope that this will be its permanent home, to allow for continuity of staff, location and work.

## **Diversity, Equity, and Inclusion**

As a Commission, each member needs to be aware of ethnic differences and embrace the diversity of the County's residents. Many people assume that diversity, equity, and inclusion only happen in the workplace and relate only to characteristics of "protected classes," such as age, sex, race, and sexual orientation, but they extend to all County communities, and must include less apparent characteristics of community members. Specifically, factors such as physical appearance, communication style, education, hidden disabilities, gender identification and inter-generational and cultural differences all play roles in our communal diversity, equity, and inclusion. These are the essential components to create a highly successful and high functioning community, where everyone is seen, heard, and valued.

The Board of Supervisors has recently implemented an initiative to improve Equity in County Contracting (ECC), to insure more diverse small businesses are included in County procurement efforts. As an advisory Commission to the Board of Supervisors, our charge is to support ECC, interpret its impact, and provide feedback on what is working and what is not for the benefit if diverse small businesses in the County of Los Angeles.

## **Annual Work Plan**

### **Goals and Objectives**

The Commission's goals and objectives for 2023 are outlined as follows:

1. The full body of the Commission commits its support to the August 9, 2022 Motion – Mitchell and Kuehl – On Implementing the Priority Strategies of the Equity in County Contracting (ECC) motion of 2021. To that end, we will invite the ECC team leads to our meetings to provide updates, with the objective of educating the Commission, and offering suggestions, expertise and any help the Commission may provide in the work of carrying out the directives for ECC implementation.
2. The full body of the Commission commits 75% of allotted time of the third full Commission meeting of the year, to hear from County small businesses and non-profits, in an effort to understand issues

around ECC, and the progress toward its implementation. Invite the ECC team leads and working groups to hear and learn during this session, with the objective of enhancing their ECC implementation efforts.

3. Since the Commission is in an advisory role to the BOS, we will submit at least two advisory memorandums to the BOS that are key to insuring the ECC effort is as impactful and comprehensive as intended. An example of such an advisory will be our recommendation that the Department of Public Works (DPW) be included in ECC efforts. With an annual budget of almost \$3.7 billion, the objective here is to uncover or create as many DPW opportunities for small businesses as possible. A second example of an advisory memo will be a suggestion of a study of the entire County Budget, to uncover small business outsourcing opportunities, especially where County functions are being restructured or right sized.
4. Continue to engage with the Work Force Development Board, with the objective to understand how small businesses might avail themselves of the County's work force services.

### **Timeline**

1. The timeline for goal #1 is immediate and ongoing. The Commission will endeavor to engage the ECC working team leads at our first full Commission meeting in January of 2023, again to learn and offer any possible help.
2. The third full Commission meeting of the year will take place in October of 2023.
3. The first BOS advisory memo will be sent in February of 2023. The second memo shall be sent by July of 2023.
4. Work Force engagement shall be ongoing.

It is the belief of this Commission that the above goals and objectives support the County's mission, vision and strategic priorities. This is especially true as they relate to the mission of the newly formed Department of Economic Opportunity County (DEO), which "...helps unlock LA County's economic potential by connecting workers to quality jobs, streamlining resources for businesses, and building vibrant, diverse communities". Further, these goals and objectives are consistent with the mission of the Commission which is "...to provide ongoing advice and support to the Los Angeles County Board of Supervisors to help businesses grow and do business with Los Angeles County".

### **Prior Year Accomplishments**

The last four years have presented challenges to the Commission's ability to point to specific accomplishments. This has been due to ongoing departmental conversions and department leadership changes. The Commission is now under its 4<sup>th</sup> Director, and 3<sup>rd</sup> group of staff professionals in 5 years. In addition, Commission leadership has not been consistent, with its 3<sup>rd</sup> Chair/Vice Chair team in the last 4 years. The current team, however, is just ending its 2<sup>nd</sup> year; and the hope is, given the annual vote by the Commission and the completion of departmental changes, that going forward there will be better leadership consistency and work continuity to point to specific accomplishments on behalf of county small businesses.

Nevertheless, the Commission does have accomplishments to highlight as follows:

1. Commissioner service on the 2020 Economic Resiliency Task Force (Task Force), to aid in the County's recovery from COVID-19.
2. A Commissioner served as chair of the Access to Capital committee of The Small Business Working Group of the Task Force.
3. A Commissioner drafted the Access to Capital section of the Task Force's small business recommendation to the BOS.
4. Participation by a Commissioner on the Task Forces' committee to design and develop the Prosper LA Web Site.

All of the above needed to go before the BOS for its approval, which is consistent with the mission of the Commission in its advisory role. One could opine that, "these were not specific initiatives of the Commission". The response, however, would be that the success of the Commission is not produced in a vacuum. It comes from efficient collaborative and non-duplicative efforts of working with others.

Further accomplishments of the Commission are:

5. The ongoing promotion by the Commission of the utilization goals originally recommended by the Commission, and approved by the BOS in 2014-15, for 25% and 3% for small businesses and disabled veteran-owned businesses. Such promotion included ongoing department engagement, and tracking of results when made available by departments. The Commission augmented this promotion and support in May 2021, with a letter to the director of DCBA recommending to the BOS that there be no sunset on the county utilization goals of 25% and 3% for small business and disabled veteran businesses respectively. This recommendation in fact, became a part of the Board's ECC Implementation Motion of August 9, 2022.
6. Ongoing support by Commission members with attendance at and marketing of department outreach efforts to enhance small business utilization.
7. Commission support of staff in departmental changes, and mergers, and departmental leadership changes. This collaborative effort culminated when the Commission chair had the honor to give remarks at the launch of the new Department of Economic Opportunity.

## **Ongoing Long Term Projects**

The Commission is very excited about the noted passage of the motion by S Mitchell and S Kuehl approved on 8-9-22 Implementing the Priority Strategies of the Equity in County Contracting Project Team. The Los Angeles County Small Business Commission will be using this motion as a guide to continue our mission over the long term. This will be consistent with the Work Plan noted above, which includes the Commission's support of, and feedback on ECC where appropriate.

Respectfully submitted,

### **The Annual Report Sub-Committee**

Commissioner Angela Gibson-Shaw  
Commissioner Lucia Moreno-Linares  
Commissioner Mark J. Robertson, Sr.  
Commissioner W. Steven Temple