



CONTRACT MONITORING DIVISION OFFICE OF THE CITY ADMINISTRATOR



Local Business Enterprise Advisory Committee (LBEAC) October 7, 2021 Meeting Minutes

1. Call to Order/Introduction

Chair Galarza called the meeting to order at 10:04 a.m.

Committee Members Present: Juliana Choy-Sommer, Darolyn Davis, Miguel Galarza, Bruce Giron, Dwayne Jones, Sailaja Kurella, Greg Lyman, Wayne Perry, Todd Senigar, Stephanie Tang, Kimberly Wilson.

Committee Members Absent: Matthew Aijake, Elahe Enssani, Nicolas King.

CMD Staff Present: Alysabeth Alexander-Tut, Romulus Asenloo, Regina Chan, Jason Chow, Daniel Guarente, Mindy Lee, Vivian Liu, Linda Rainaldi, Kate Svyates, Nichole Truax, La'uton Wells.

Members of the Public Present: Ali Altaha; Noelle Bonner, Bonner Communications; Josefine Olsson, FTF Engineering; Nadia Tehandon.

2. Discussion on Creating a List of Best Contracting Practices

a. Chair Galarza provided the following updates:

- i. Track contractors and their past performances regarding LBE compliance.
- ii. Based on who pays LBE timely, treats them fairly, and utilizes them properly.

b. Comments from the Committee

- i. One member asked how will the "good" and "bad" contracting list be determined?
- ii. Another member suggested that the debarred contractor list should be accessible on the CMD website.

c. Public Comment

- i. Ali Altaha agrees that creating a list of good and bad contractors is a good idea.

3. Update and Discussion on the Proposed Changes to 14B

a. Chair Galarza provided the following updates:

- i. The legislation was reviewed by the Small Business Commission on September 27th.
- ii. The Small Business Commission unanimously approved the legislation.
- iii. The legislation is now again residing with the Rules Committee and is scheduled for the October 18th meeting at 10 a.m.

4. Discussion on LBEAC Open House
 - a. It was proposed that the LBEAC should host an open house in 2022.
5. Discussion on the Annual Contractors Breakfast
 - a. Greg Lyman provided the following:
 - i. PUC has had internally discussions regarding and that the PUC intends to resume the breakfast and other events. However, this won't be until May 2022 at the earliest.
6. Review and Approval of the September 2, 2021 LBEAC Meeting Minutes
 - a. Dwyane Jones, seconded by Bruce Giron, moved to accept the September 2, 2021 LBEAC Meeting Minutes.
 - i. Ayes: Choy-Sommer, Davis, Galarza, Giron, Jones, Kurella, Perry, Senigar, Tang, Wilson.
 - ii. Abstain: Lyman.
7. Potential Future Agenda Items
 - a. Comments from Committee
 1. The Office of Racial Equity will release information on utilization and metrics. The LBEAC can use this information to have better informed decisions.
 2. Chair Galarza commented that the safety questionnaire form should be completed on an annual basis.
8. Staff Report/Public Comment
 - a. Staff Report
 - i. Staff reports that the City Administrator's Office successfully held their Small Business Summit via YouTube.
 - ii. CMD is close to drafting revised Rules and Regulations, so it is imperative that LBEAC members and stakeholders be prepared to convene to discuss adjustments.
 - b. Public Comment
 - i. Ali Altaha commented that CMD is not responding to his LBE certification request and that the meeting minutes are not shown to the public. Altaha added that micro-LBEs do not have enough benefits in the new legislation.
 1. Staff clarified where the meeting minutes can be found online.
 - ii. Noelle Bonner commented that CMD and the Committee has done a great job accepting feedback and working to support small businesses. CMD staff, specifically Linda Rinaldi, assisted her firm get paid when there was an issue. Bonner proposed that the departments think about changing their accounting process to support the timely payments of LBE subcontractors.
9. Adjournment

Meeting is adjourned at 11:11 a.m.