

**Pima County Small Business Commission
County Administration Building
130 W. Congress, 1st Floor
Thursday, January 21st, 2010
3:00 P.M.**

Members Present

Tom Ward
Lea Marquez-Peterson
Pat Taviss
Ken Goodman
Joy Soler
Lyra Done
Jim Leader, Jr.
Edie Lake

Others Present

Tom Moulton
Aurora Hernandez
George Widugiris
John Carter
Chris Barnhill
Terry Spencer
Hope Sikora
Steve Hart
Bob Suarez

Call to order- the meeting was called to order by Tom Ward, Chairman, at 3:00 P.M.

Approvals of Minutes- The minutes from the November 19, 2009 meeting were approved, unanimously.

Director's Report- Tom Moulton, Economic Development Director, gave a report on the Pima County Budget for 2011. Mr. Moulton reviewed the Memo from County Administrator Huckelberry, dated January 20, 2010 (memo enclosed).

Procurement Presentation- George Widugiris, County Procurement Director and his staff Terry Spencer, and Chris Barnhill gave a power-point presentation to explain the selection process for outside professional services; which is the subject of the SBC hearings on February 4th(presentation and BOS Procedure D-29.1 enclosed)

Special call to the public-The Chairman had a special call to the public just for the procurement discussion. Mr. Bob Suarez, president of R.S. Engineering, addressed the Commission, he asked the Commission to consider SBA definitions and federal guidelines with regards to small business procurement policies there were no other speakers.

Election of Officers for 2010- Aurora Hernandez, recording secretary advised the Commission that according to the Commission By-Laws the elections were to be done over a two month period; one meeting for nominations and the next month, the election.

The Chairman pointed out that the Commission was not informed of this fact at it's November 19, 2009 meeting and the Commission agreed not to have a December meeting because of the business demands of the season. He suggested that the Commission form a Committee of the Whole, for the nominating process which would reflect the spirit of the bylaws. The Chairman also stated that it was important to have duly elected officers presiding at the February 4th hearing. The Committee voted to form a Committee of the Whole and elected Pat Taviss as Chairwoman. The Committee of the Whole voted to recommend Tom Ward as Chairman and Ken Goodman as Vice-

Chairman. The Committee dissolved, made its recommendations to the Commission which elected Mr. Ward and Mr. Goodman, unanimously.

Small Business of the Year. Micro Advancement Center (MAC) was selected as the Small Business Organization of the Year. There was discussion as to whether the award should go to a small business or an organization that helps small businesses. MAC was chosen in part, because it is to be the new home for the SBA Small Business Development Center that was recently displaced by Pima Community College.

The award will be presented by the Chairman of the Board of Supervisors. The award may also be presented at the ASBA Awards Ceremony.

The Chairman appointed a committee to begin working to develop criteria for local small businesses to compete for the 2011 *PC Small Business Commission Award*. Ms. Taviss, Joy Soler and Edie Lake will be on the committee which elected Ms. Taviss as the chair.

Small Business Award Trophy- the trophy will be designed and made by the students at JTED. Ms. Taviss will contact Jerry Long re: the trophy. The Chairman would like the trophy to be done by the next SBC meeting, February 18th.

Public Hearing Update- 329 invitations have been e-mailed to engineering and architecture firms throughout Pima County and Arizona. The American Institute of Architects and American Council of Consulting Engineers have been invited. Also a press release was sent out by the Chairman on January 18, 2010. We have already received several RSVP's at this time (press release enclosed)

Other Commissioners Reports- Mr. Goodman gave an update report on JTED. Sabino High School now has an agricultural program where they are now birthing animals! JTED continues to grow and excel. Commissioner Jim Leader would like to have another tour of the new facility. Hopefully, this time everyone can attend.

Call to the Public- No one present

Meeting adjourned - at 4:55 P.M.

Enclosures:

Memo from County Administrator-January 20th

Procurement Power Point Presentation-January 21st

BOS Procedure D-291-January 21st

Press release-January 18th