

**Pima County Small Business Commission
Meeting**

Thursday, June 17, 2021
3:00 P.M.

Video Conference/Telephonic Meeting

SUMMARY OF MEETING

Commission Members Present

Kent Blumenthal, Chair
Ken Goodman, Vice-chair (*arrived
3:42pm and departed 4:55pm.*)
Shelby Collier
Janay Arenas
Vera Minot
Moniqua Lane
Gabrielle David
Carlos Ruiz
Raul Aguirre
Josh Jacobsen

Commission Members Absent

(All appointed commissioners in attendance)

Staff in attendance

Pima County:
Patrick Cavanaugh, Economic Development

Guests in attendance:

Maria Klucarova, Chair Bronson's Office
Kim Challender, Supervisor Scott's Office
Beth Borozan, Supervisor Christy's Office

MOTIONS

MOTION: Commissioner Minot moved, seconded by Commissioner Arenas, to approve the draft bylaw amendments submitted to the Commission by the Bylaw Subcommittee and forward the draft for Pima County Attorney's Office review. Motion approved 10-0.

MOTION: Commissioner David moved, seconded by Commissioner Jacobsen, to adjourn the meeting. Motion approved 9-0.

MEETING SUMMARY

1. Call to Order

The meeting began at 3:08 p.m.

2. Roll Call

Roll call was conducted by Patrick Cavanaugh. Commission quorum was confirmed.

3. Chair's Report (Blumenthal)

Chair Blumenthal noted he was out of state working from his cell phone and he may turn the meeting over to Vice Chair Goodman when he joined the meeting. He provided an overview of the meeting protocols and procedures and reviewed the meeting agenda. For the benefit of newly appointed Commissioners, the Chair asked all Commissioners to introduce themselves. The Commissioners individually provided information about themselves and their businesses.

4. Call to the Public

All of the guests in attendance introduced themselves and greeted the Commission.

5. Approval of meeting minutes

Chairman Blumenthal did not have the summary with him and asked that the April 15, 2021 meeting summary that had been previously sent to the Commission for review be deferred to the next meeting. There were no objections.

6. Coordinator's report & Updates (Patrick Cavanaugh)

- a. Update on Pima County COVID-19 vaccinations, business assistance and economic recovery

Mr. Cavanaugh reported that he had sent to the Commission the most recent COVID 19 update from the Pima County Administrator to the Board of Supervisors. Mr. Cavanaugh also provided the Commission the most recent vaccination statistics from the Pima County Health Department and noted he had previously provided the Commission the recovery plan information being developed by Sun Corridor, Inc. Mr. Cavanaugh noted the Economic Development Office continues to receive requests for financial assistance from small businesses and he reviewed the state and federal resources he refers them to. He also reviewed the most recent State employment statistics for Pima County and discussed the current 58 percent labor participation rate for the County as well as the County's work with JobPath.

- b. Status of remaining vacancies on SBC Commission

Mr. Cavanaugh reported that the only remaining vacancy is from District 3 and Chair Bronson has an appointee for consideration on the next Board of Supervisors agenda.

- c. "Ready for You" and "Ready for Business" radio and digital ads sponsored by the Small Business Commission

Mr. Cavanaugh said the advertising campaign paid for with Federal CARES Act funds was completed and received good audience penetration and response. He would provide the Commission the statistics that indicate the reach and penetration of the campaign when he receives them from the contractor.

d. Presentation of the 2020 PCSBC Awards at a BOS in-person meeting

Mr. Cavanaugh said the information has not changed and there is no firm date as to when the Board of Supervisors will return to in-person meeting that would allow for the presentation.

e. Questions from the Commission

Commissioner Jacobsen asked that the employment statistics referenced by Mr. Cavanaugh in his report be sent to the Commission. Commissioner Arenas asked if Commissioners could nominate Small Business and asked about the process. Chair Blumenthal and Mr. Cavanaugh explained the awards program.

7. New Business

a. Proposed PCSBC Bylaw amendments: reports from the Bylaw Subcommittee

Chair Blumenthal recounted the discussion leading up to the formation of the subcommittee composed of Chair Blumenthal and Commissioners David and Ruiz. The subcommittee agreed to approve all of the proposed changes except one before moving the recommendation to the full Commission and subsequently to the Board of Supervisors. The one remaining issue pertained to quorum requirements and was sent to the Commission before the meeting for discussion. Mr. Cavanaugh stated the Pima County Attorney's Office had agreed to a cursory review and had requested the Board of Supervisors enabling ordinance from 2003. The only input received by the County Attorney's Office was suggestion that the Commission consider addition of the conflict of interest section of the Pima County Board of Health's bylaws.

Commissioner Ruiz suggested they expedite the final draft for County Attorney's review. He and Commissioner David then read the proposed amendments that include clarification of commissioner appointment language to differentiate between Board of Supervisor appointments and commission appointment of the at-large commissioner; the maximum full time equivalent employee count of businesses that are represented by commissioners increased to 125 from 100; commissioner notification of absence from Commission meetings and what constitutes an excused absence; and modifying the mandatory removal requirement for four consecutive absences and instead simply notifying the appointing supervisor. The at-large can still be subject to removal by a vote of the Commission. The draft conflict of interest provision that clarifies that any contracts or gainful work with Pima County must be disclosed was discussed. The schedule for election of officers would also be modified as part of the proposed amendments.

Chair Blumenthal then discussed the quorum amendment as the one item the subcommittee had not finalized a recommendation for. The amendment involves the current quorum requirement that calls for a majority of the established 11-member commission be present. Chair Blumenthal proposed that the quorum be modified to a

majority of the currently appointed members of the Commission, thus eliminating vacant position toward the quorum count. Chair Blumenthal then asked for a motion to approve the subcommittee's draft bylaw amendments for County Attorney review. Commissioner Minot made the motion, seconded by Commissioner Arenas. Vice Chair Goodman disclosed that his business has a contract with Pima County and asked how he would formally declare that relationship under the proposed amendment. Mr. Cavanaugh stated the County has a procedure for potential conflict of interest notification. Chair Blumenthal clarified the proposed amendment that would not preclude a contract with Pima County. The Commission itself does not do any contracting or direct contracting for Pima County.

The Commission voted 10-0 to approve the subcommittee's draft amendments and forward them to the Pima County Attorney's Office for review.

b. 2021 Small Business Awards program schedule

The Commission discussed the relation of the Commission Awards to chambers of commerce which often have their own award programs. Commissioner Arenas asked if a business operated by a Commissioner could be nominated by a chamber of commerce or someone else. Chair Blumenthal stated there is a tacit understanding that businesses operated by Commissioners are not eligible for the Commission's awards program. Vice Chair Goodman asked about Gasoline Alley which had won a Commission award and had a company owner as a Commissioner. Mr. Cavanaugh explained the Commission appointment was made after the award was received. Mr. Cavanaugh also noted the award comes with a \$500 prize provided by the County and discussed the conflict of interest this would present. Chair Blumenthal asked for discussion and if any Commissioners felt Commissioner-affiliated businesses should be eligible. Commissioner Arenas said she was on the fence with the issue. She felt all hard working businesses should be eligible and it was more about the recognition than the money but she would need to put more thought in it.

Chair Blumenthal discussed the 2021 awards and outlined the historical procedures. He then turned the discussion to the schedule and asked Mr. Cavanaugh if the proposed schedule would work. Mr. Cavanaugh stated the only thing that governs the schedule is the direction of the Commission and the staff time needed to process the awards application and program. He noted the Economic Development Office was still without staff support. Chair Blumenthal asked that last year's program schedule and other awards information be sent to the Commission for discussion at next month's meeting.

8. Unfinished Business

a. Update: Small Business element within Sun Corridor, Inc.

Chairman Blumenthal described Sun Corridor's Pivot Playbook recovery plan that Mr. Cavanaugh had previously sent to the Commission. Vice Chair Goodman stated he

attended the videoconference release of the plan and described it as mostly self-publicity and advertising for Sun Corridor, Inc. Commissioner Jacobsen said he agreed with Vice Chair Goodman. Commissioner Goodman stated more needs to be done for small business recovery in Pima County. Mr. Cavanaugh stated there was some important information in the plan such as the workforce and shovel-ready sites components. He explained that Sun Corridor does not deal with conventional small business issues but does advocate for business attraction and expansion of small primary employers. Mr. Cavanaugh encouraged the Commission to examine who is providing assistance to conventional businesses and what recommendations for business assistance can be made to the Board of Supervisors. Chair Blumenthal asked that commissioners review the Pivot Playbook and then it will bring it back at the next meeting. There were no objections.

b. Update: Incentives to increase COVID-19 vaccinations among Pima County residents

Chair Blumenthal stated the letter he wrote on behalf of the Commission urging a vaccination incentive program had been delivered to the Board of Supervisors. Chair Blumenthal said approximately a week later he read a Pima County Health Department news release that indicated the department was partnering with the Arizona Lottery to provide scratcher tickets to newly vaccinated people and developing one other incentive program he could not recall. He asked Mr. Cavanaugh if the Commission letter had been received by the Board and if there was any reaction to it. Mr. Cavanaugh stated the letter was delivered, no response was received and he stated he had advised the Commission at the previous meeting that the Health Department was already considering an incentive program.

c. Update: Contact information for small business operating within Pima County

Chair Blumenthal recounted the previously discussed issue of the Commission's inability to directly contacted small businesses in Pima County. He read the Commission bylaw provision that directed the Commission to facilitate communication between Pima County and small businesses. Mr. Cavanaugh reiterated the lack of business license contact lists, the Arizona Department of Revenue's previous refusal to release that information citing Arizona statute and the lack of databases that have direct contact information for small businesses in Pima County. Chair Blumenthal offered a hypothetical example asking if the Commission wanted to survey small businesses in Pima County how would that be done? Mr. Cavanaugh suggested the Commission consult with the Pima County Communications Department at a future meeting.

Commissioner Minot noted there are private sector marketing companies that could provide contact information for a price. Chair Blumenthal asked that Commissioner Minot send a list of those companies she is familiar with to Mr. Cavanaugh for distribution to the rest of the Commission.

9. JTED update

Vice Chair Goodman provided an update on state legislation affecting JTED and noted that there was no movement on the legislation. Chair Blumenthal noted the letter the Commission sent to the Board of Supervisors on this topic.

10. Commissioner updates

No Commissioners provided updates.

11. Agenda items for next SBC meeting: Thursday July 15, 2021

a. Small Business Commission bylaw amendments/finalization if needed

Chair Blumenthal said this item would be on the next agenda.

b. Other items recommended by the Commission

Chair Blumenthal said the Sun Corridor, Inc. and communications with small business would be on the next agenda. Commissioner Jacobsen noted that the "Fight for \$15" organization had collected signatures to put a \$15 minimum wage requirement in the City of Tucson on the City's November ballot. He asked Mr. Cavanaugh to get clarification on Pima County's authority to impose a minimum wage in Pima County. Mr. Cavanaugh stated he would get clarification and Chair Blumenthal stated the item would be added to the next agenda.

12. Adjournment

Commissioner David moved, seconded by Commissioner Jacobsen to adjourn the meeting. Motion passed 9-0 and the meeting adjourned at 5:05pm.