

Pima County Small Business Commission

Thursday, November 18, 2021

3:00 P.M

Video Conference / Telephonic Meeting

**SUMMARY OF MEETING**

**Commission Members Present**

Kent Blumenthal, Chair

Ken Goodman, Vice Chair

Shelby Collier

Josh Jacobsen

Carlos Ruiz

Gabrielle David

Jeffrey Wood

**Commission Members Absent**

Janay Arenas

Vera Minot

Raul Aguirre

Moniqua Lane

**Guests in attendance:**

Maria Klukarova, Chair Bronson's Office

Kim Challender, Supervisor Scott's Office

Beth Borozan, Supervisor Christy's Office

**Motions**

**Motion: Commissioner Ruiz moved, seconded by Commissioner David, to approve the October 21, 2021 meeting minutes. Motion approved 7-0**

**Motion: Commissioner Ruiz moved, seconded by Commissioner Goodman, to approve the PCSBC bylaws amendments effective immediately. Motion approved 6-0 with one abstention**

**Motion: Commissioner Jacobsen moved, seconded by Commissioner Ruiz, to nominate Commissioner Arenas to the Vice Chair. Pending acceptance by Commissioner Arenas. Motion approved 7-0.**

**Motion: Commissioner Jacobsen moved, seconded by commissioner Collier, to nominate Commissioner Ruiz to the Chair. Motion approved 7-0.**

**Motion: Commissioner Ruiz moved, seconded by Vice Chair Goodman to adjourn the meeting. Motion passed 7-0.**

1. Call to Order

The meeting began at 3:07pm

2. Roll Call

Roll call was conducted by Patrick Cavanaugh to start the meeting. Commission quorum was confirmed.

3. Chair's Report: (Blumenthal)

- a. Review of Small Business Commission videoconference meeting protocols.
- b. Review 11/18/21 SBC meeting agenda.

Chair Blumenthal noted Pima County Administrator Chuck Huckelberry's health issue and extended the Commission's wishes for a speedy recovery. He also provided an overview of the meeting protocols and procedures, and provided the agenda overview.

4. Call to the Public (Blumenthal)

Kim Challender, Maria Klukarova and Beth Borozan announced their attendance and greeted the Commission.

5. Approval of Meeting Minutes (Blumenthal)

- a. October 21, 2021

**MOTION: Commissioner Ruiz moved, seconded by Commissioner David, to approve the October 21, 2021 meeting minutes. Motion approved 7-0**

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

- a. Timing of BOS consideration of PCSBC-approved bylaws amendments.

Mr. Cavanaugh advised the Commission the PCSBC bylaws did not meet the November deadline for BOS review and approval due to needed coordination for the legal review. He stated the issue remains that the bylaws amendments may not be required to be approved by the Board of Supervisors if they do not substantially modify previous Board ordinances. Chair Blumenthal directed that the bylaws be adopted by the Commission.

b. Status of PCSB in-person meetings (standing agenda item)

Mr. Cavanaugh advised the Commission there was no substantive discussion of the subject during the last Board of Supervisors meeting and virtual meetings will continue indefinitely.

c. Pima County minimum wage

Mr. Cavanaugh advised the Commission there was no action or direction regarding this subject on the last Board of Supervisors meeting and advised the City of Tucson voters did pass the minimum wage.

d. COVID-19 Update

Mr. Cavanaugh summarized for the Commission the two memos he sent the Commission from Pima County Administration regarding COVID-19 and the rising infection rate in Pima County.

e. Questions from the Commission

Vice Chair Goodman asked Mr. Cavanaugh if the County was conducting any mandates or business restrictions due to the COVID-19 surge. Mr. Cavanaugh replied there were none, summarized the Board's recent actions and noted the masking mandate has no civil or criminal enforcement provisions.

7. Unfinished Business

There was no discussion.

8. New Business

a. Action: Implementation of PCSBC-approved bylaws amendments

(Exhibit A-Restarted SBC Bylaws) (Blumenthal)

**Motion: Commissioner Ruiz moved, seconded by Vice Chair Goodman, to approve the PCSBC bylaws amendments effective immediately. Motion approved 6-0 with one abstention**

Commissioner Collier abstained.

b. Action: Nomination of Pima County Small Business Commission officers for 2022-2023

Vice Chair – Nominees: Commissioner Arenas

**Motion: Commissioner Jacobsen moved, seconded by Commissioner Ruiz, to nominate Commissioner Arenas to the Vice Chair. Pending acceptance by Commissioner Arenas. Motion approved 6-0**

Chair- Nominees: Commissioner Ruiz

**Motion: Commissioner Jacobsen moved, seconded by commissioner Collier, to nominate Commissioner Ruiz to the Chair. Motion approved 6-0**

- c. Action: Selection of 2021 Small Business Awardees (Blumenthal)

The Commission reviewed and discussed the applications by category. Chair Blumenthal asked the Commissioners for their top 5.

After several discussions by the Commission, the 3 winners were selected.

Marcus Engineering LLC, Make Way for Books and The Why Not Travel Store, LLC .

- d. Action: Discussion of idea to enhance PCSBC bylaws purpose (#2), "To Facilitate communication between the County and small businesses"

Chair Blumenthal Recommendation: To advise the Board of Supervisors to establish a new voluntary 'opt-in' Pima County subscription service topic, entitled "Small Business"; further, direct appropriate County staff to collaborate with the Pima County Small Business commission to establish and provide initial content for the new subscription service no later than February 1, 2022.

There was discussion between all Commissioners and the recommendation was agreed to.

- e. Action: City of Tucson water rates increase for customers in unincorporated Pima County (Goodman)

Vice Chair Goodman suggest the Commission Support Pima County in this issue with the City of Tucson.

The Commission will send out a letter to the Board of Supervisors in opposition to the City of Tucson water rate plan noting the financial impact to small businesses in unincorporated Pima County.

#### 9. JTED Update (Goodman)

- a. Support for JTED 4<sup>th</sup> year funding in 2022 AZ legislature (Goodman/Blumenthal)

No report. Chair Blumenthal asked Vice Chair Goodman to inform the Small Business Commission when JTED has identified its funding needs for FY 2022 so the Commission can better advocate for JTED programing.

#### 10. Commissioner Updates

- a. Commissioner Ruiz: Report on 10/22/21 videoconference - Pima County Strategic Planning Meeting for Digital Access, inclusion, and Adoption

Commissioner Ruiz provided an update on this program and informed the Commission it was a good program for many communities especially rural communities.

- b. Other?

None was reported

11. Agenda items for next SBC meeting: Thursday, January 20, 2022 @ 3pm, MST

- a. Election of 2022-2023 PCSBC Officers
- b. Pima County Strategic Planning Meeting for Digital Access, inclusion, and Adoption.
- c. Presentation date for 2020 & 2021 Small Business Awards @ BOS meeting.
- d. Potential guests.

12. Adjournment

**Commissioner Ruiz moved, seconded by Vice Chair Goodman to adjourn the meeting. Motion passed 7-0.**

The meeting adjourned at 5:00pm