

**Pima County Small Business Commission  
Meeting**

Thursday, April 23, 2020  
3:00 P.M.

Telephonic Meeting

**SUMMARY OF MEETING**

**Committee Members Present**

Kent Blumenthal, Chairman  
Ken Goodman  
Jenni Zimmerman  
Lucretia Free  
Bernie Wiegandt  
Gabrielle David  
Juan Padres  
Mark Miller

**Committee Members Absent**

**Staff that Addressed the Committee**

Pima County:

Patrick Cavanaugh, Economic Development  
Deseret Romero, Economic Development

Guests on the call:

Steve Christy  
Raul Aguirre  
Michael Guymon  
Mike Zelnick  
Beth Borozan  
Maria Klucarova

**MOTIONS**

**MOTION:** Commissioner Free moved, seconded by Commissioner David, to approve the April 16, 2020 meeting minutes. Motion approved 8-0.

**MOTION:** Commissioner Goodman moved, seconded by Commissioner Zimmerman to adjourn the meeting. Motion approved 8-0.

## MEETING SUMMARY

### 1. Call to Order

The meeting began at 3:01 p.m.

### 2. Review Telephonic Meeting Protocols

Chairman Kent Blumenthal provided the Commission and public with a review of the Small Business Commission meeting protocols.

### 3. Roll Call

Roll call was conducted by Ms. Romero to start the meeting.

### 4. Introduction Commissioners and new appointments

Chairman Blumenthal welcomed the newly appointed commissioners from Supervisory Districts 2 and 5 and noted Mr. Raul Aguirre and Mr. Guillermo Gallegos had not yet sworn their loyalty oaths and would not be participating in the meeting.

### 5. Approval of April 16, 2020 Minutes

Commissioner Free offered correction to item 13, specifically her comment as to whether callers could be identified on telephonic meetings; and corrected a motion that was made by Commissioner Goodman and seconded by Commissioner Free.

Ms. Romero offered correction of a misspelling of Commissioner David's name in the Chairman's report.

Ms. Romero read an email from Commissioner Wiegandt offering correction to clarify comments from Commissioner Padres about goods perishing due to distribution issues and corrected item 5 as being listed as item 4.

**MOTION: Commissioner Free moved, seconded by Gabriel David to approve the April 16, 2020 meeting minutes as amended. Motion approved 8-0.**

### 6. Chair's Report

- a. Chairman Blumenthal provided a brief review of the April 21, 2020 Board of Supervisors meeting and the Pima County Administrator's plan to establish a Pima County Back to Business Task Force.
- b. Chairman Blumenthal stated his intention to move item 11 to follow item 8.
- c. Chairman Blumenthal discussed phone calls he had with Pima County small business owners.

### 7. and 8. Coordinator's Report and April 20, 2020 memorandum "Update Report on COVID19 in Pima County"

Mr. Cavanaugh requested that items 7 and 8 be combined in the interest of time and the Chairman approved. He provided background to the April 21, 2020 Board of Supervisors meeting and noted it was the first direction the Commission has received from the Supervisors since the Commission was reactivated during the COVID 19 emergency.

Mr. Cavanaugh read to the Commission contemporaneous notes taken by Chairman Blumenthal and Mr. Cavanaugh of comments made during the meeting from the Supervisors and County Administrator and commented on the 138-page April 20, 2020 memorandum sent to the Board and forwarded to the Commission. Mr. Cavanaugh stated it appeared the Board of Supervisors wanted the Commission on a dual track: participation with the business community on how Pima County businesses reopen through the Back to Business Taskforce and evaluation of the effectiveness of the federal financial aid to businesses.

Commissioner Free stated she listened to the Board of Supervisors and that the Supervisors wanted the Commission to work on the relaunch of businesses and the County Administrator's memo indicated the Commission would have a seat at the Taskforce. Commissioner Free asked if the Commission was driving the reopening taskforce or participating.

Mr. Cavanaugh explained that members of the Commission would be integrated into the taskforce and be working on the issue of federal financial aid to business as well.

Commissioner Blumenthal asked the individual Commissioners to comment on the establishment of the Back to Business Taskforce:

Commissioner David stated the 138-page memorandum was an amazing document and she will be seeking more information but would prefer not to comment now.

Commissioner Padres stated he would pass on commenting at this time.

Commissioner Miller stated he has been spending time with clients of his business applying for PPP loans and tax clients who have questions on the stimulus payments. Some small business clients had trouble with large banks providing PPP, but he was able to successfully direct them to smaller banks and his experience matches reports provided to the commission.

Commissioner Zimmerman said businesses in Summerhaven had applied for PPP and none have been funded except one.

Commissioner Free said she would pass on commenting.

Commissioner Goodman felt the County Administrator memorandum summarized well where Pima County was at during the emergency. He stated he is disappointed in banks neglecting small business as occurred in the last recession. He is pleased that congress is considering a second round of PPP but is concerned that the funding will not be enough.

Commissioner Wiegandt encouraged the Commission to consider the portion of the county memo that provided the federal guidelines for reopening the country. He

suggested that the COVID 19 case data contained in the memo and the Arizona Department of Health Services COVID 19 data should be further explored to better understand the trend lines to analyze.

Chairman Blumenthal noted that one business owner he spoke with raised the question of liability issues if a business customer contracted the virus through an employee. Chairman Blumenthal also noted the scarcity of N95 masks and other personal protective equipment needed by business and said there is a need for workplace-specific guidance for business reopening. Social media will also be an important tool for installing confidence in customers to return to businesses. Commissioner Blumenthal advanced item 11.

9. Resources and banking issues related to the federal assistance to small business

Mr. Cavanaugh provided an update on federal Paycheck Protection Program (PPP) funding issues and federal legislation to fund a second round of PPP for businesses. Mr. Cavanaugh provided the Commission information on the County Administrator's memorandum that seeks to gauge the effectiveness of PPP in Pima County and conversations he has had with the federal Small Business Administration.

Chairman Blumenthal moved to re-open item number 7 and 8 for Commissioners could provide their individual thoughts on the Back to Business Taskforce.

10. Discussion: Conditions for relaxing social distancing and other restrictions imposed by state executive order (Commissioner Wiegandt)

Chairman Blumenthal said he would refer to item 10 in items 7 or items 8.

11. Discussion: PCSBC collaboration with municipalities and chambers of commerce

Mr. Cavanaugh reiterated the Commission that cited a dual track for the Commission, including a note he had received from the County Administrator before today's meeting. The previous memo that reactivated the Commission during the COVID 19 emergency was explicit in its direction to analyze the federal aid to small business. The Commission will also be participating in the Pima County Back to Business Task Forces process by providing feedback.

Chairman Blumenthal asked if the Commissions involvement in the Task Forces would require the Commission to conduct monthly meetings or continue to conduct weekly meetings. Chairman Blumenthal then polled the Commissioners as to their preference:

Commissioner David: Weekly, but brief

Commissioner Padres: Weekly, for the time being

Commissioner Miller: Weekly

Commissioner Zimmerman: Weekly

Commissioner Free: stated she believes the initiative has shifted to the Task Forces and weekly meetings may not be necessary as the Commission will have representation on the Task Forces. She asked for clarification from Mr. Cavanaugh.

Commissioner Goodman: stated the Task Forces contain a broader representation than the Commission and the Board of Supervisors will make the ultimate decisions. The Commission will provide input and should defer to the five Commissioners that are members of the Task Forces to provide information back to the Commission.

Commissioner Wiegandt: said he echoes Commissioner Goodman's statements but added that the Commission will have a substantial presence on the Task Forces. He believes that frequent meetings of the Commission will be needed, but not necessarily weekly and updates should be provided to the Commission.

Chairman Blumenthal: stated that he believes the Task Forces are on the same track as the Commission as indicated by the Commission agenda item to discuss collaboration. He believes the Commission should meet weekly for the time being.

Mr. Cavanaugh warned that a schedule for the Back to Business Task Forces had yet to be released and could impact the Commission's meeting schedule. He clarified for Commissioner Free that the Commission is on two tracks: to analyze the federal assistance and provide input to the Task Forces. He added that the Commission as an advisory body should also determine what other input the Board of Supervisors may require.

Commissioner Goodman asked if the Commission meets weekly it should focus on evaluating the federal small business assistance and providing input to the Task Forces. He asked if the Task Forces would be evaluating business assistance.

Mr. Cavanaugh provided the mission statements of the individual Back to Business committees and stated the Task Forces will be focused on recommendations for businesses that are guided by public health data and guidelines. He encouraged the Commission to keep its focus on business assistance based on Board of Supervisors direction and County Administrator guidance.

Commissioner Goodman said the Commission should meet weekly to focus on business assistance and receive information from the Task Forces.

#### 12. Nomination and selection process to fill Commissioner-at-large Vacancy

Mr. Cavanaugh provided an update on the criteria that will be used to fill the vacancy but work for the Task Forces, other Commission priorities and a lack of staff support had delayed the process. He hoped to have the information out next week.

#### 13. Discussion: PCSBC video conference meeting potential

Mr. Cavanaugh said he had consulted with the Pima County Attorney's Office for guidance. He noted that the few other Pima County Boards, Committees and Commissions that are authorized to operate during the COVID 19 emergency were doing so telephonically but that was changing. He stressed public access was paramount and the County Attorney suggested ways to provide public access. Mr. Cavanaugh is also working through IT issues.

Chairman Blumenthal announced he would perform a roll call to see if the Commissioners were in favor of moving the Commission meetings from telephonic to video conference:

Commissioner David: Teleconference, but not opposed to video conference.

Commissioner Padres: Either was fine.

Commissioner Miller: Either was fine.

Commissioner Zimmerman: Either way – she did not care.

Commissioner Free: Prefers video.

Commissioner Goodman: Video. Everyone is doing video conference. Its more efficient.

Commissioner Wiegandt: Video conference.

Chairman Blumenthal: Video conference.

#### 14. Future meeting dates and agenda Items

Chairman Blumenthal recommended the Commission meet in one week at the same time and that it should be telephonic. He asked if there were any objections from the Commissioners and there were none.

Mr. Cavanaugh reiterated that there could be a conflict with the Task Forces meetings, but he would schedule the Commission meeting. He also noted that all future requests and contacts from the Commission should be directed to him as Ms. Romero would not be available for administrative support to the Commission.

Chairman Blumenthal directed that any requests for future agenda items be sent to Mr. Cavanaugh and noted the Open Meetings law that requires a minimum 24 hours' notice of the meeting.

#### 15. Call to the public: telephonic

Pima County Supervisor Steve Christy said he was pleased about the Commission reactivation. He stated that Board at its previous meeting never discussed of a Task Force being formed. He stated the discussion was that the Commission should be enlarged and make more inclusive of other organizations. Supervisor Christy said he County Administrator developed the task forces separately but there will be collaboration. He stated the focus should be on the restrictions and prohibitions for businesses to be open. He said he hoped the Commission would not just focus on bank bailouts and loans but on those businesses that are closed and inoperable to become open again. Supervisor Christy said he would like the Chairman of the Commission to be given a seat on the Task Forces. He said the mission of the Commission is to assure the business community that the Commission and task forces are working to find ways to open businesses and that Pima County is back and open for business as soon as possible.

Mr. Raul Aguirre stated he was recently appointed to the Commission by Pima County Supervisor Betty Villegas but had not been sworn in yet. He wanted to introduce himself and looked forward to serving the Commission. He described his business and thanked the Commission.

Mr. Michael Guymon of the Tucson Metro Chamber identified himself as being on the call.

Mr. Mike Zelnick of Green Valley Recreation identified himself as being on the call.

Ms. Beth Borozan of Supervisor Cristy's office identified herself as being on the call.

Ms. Maria Klucarova of Pima County Supervisor Sharon Bronson's Office identified herself as being on the call.

16. Adjournment (4:34 p.m.)

**MOTION: Commissioner Goodman moved, seconded by Jennie Zimmerman to adjourn the meeting. Motion approved 8-0.**