



CONTRACT MONITORING DIVISION OFFICE OF THE CITY ADMINISTRATOR



Local Business Enterprise Advisory Committee (LBEAC) February 2, 2023 Meeting Minutes

1. Call to Order/Introduction

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

Committee Members Present: Severino Caranto, Juliana Choy-Sommer, Darolyn Davis, Elahe Enssani, Miguel Galarza, Bruce Giron, Dwayne Jones, Sailaja Kurella, Kent Lim, Queena Lu, Greg Lyman, Todd Senigar, Tiffany Tatum.

Committee Members Absent: Matthew Ajiake, Wayne Perry.

CMD Staff Present: Seth Benkle, Ivan Oldenkamp, Sheila Tagle, Stephanie Tang.

Other City Personnel: Carmen Chu, City Administrator; Rachel Cukierman, City Administrator's Office; Anh Ton, City Administrator's Office.

Members of the Public Present: Que Alicea, Q & A Consulting LLC; Mia Brown, Swinerton; Nicole Burgess, Harris Hoisting; Donnell Byrd, Brikcolli Design; Ramon Cabral, DR Traffic Control LLC; Brian K. Collins, Brikcolli Design; Triston Dion, Streamline Drywall Inc.; Derek Doan, DR Traffic Control LLC; Tricia Gregory, HVYW8 Trucking; Lamar Heystek, Asian Inc.; Lamonte Johnson, TAZ Auto Detailing; Joshua Kitching, Bay Area Pipe & Equipment Inc.; Mara Kitching, Bay Area Pipe & Equipment Inc.; James Mabrey, YADEJS Inc.; LaSonia Mansfield, Mansfield & Mansfield; Mick Penn, Swinerton; Barry Pierce, Transamerican Engineers; Alphonso Rhodes, AJS Painting; Jae Shin, Ground Control Inc./AACA; Orondé Sterling, Sterling Framers LLC; Lina Tan, Pilot Construction/AACA; Daniel Wanner, Hoseley Corporation; Dennis Williams Jr., D.C. Williams Development.

2. Welcome from City Administrator's Office and Introduction to Director Stephanie Tang

- a. Carmen Chu, City Administrator, introduced Director Stephanie Tang to the committee.
 - i. The City Administrator stressed the importance of economic recovery and investing in our local businesses.
 - ii. The new CMD Director will translate policy to operations with clear outcomes and accountability.
 - iii. Departments across the entire City are dealing with job vacancies, but they are working on staffing up.
- b. Stephanie Tang, Director of the Contract Monitoring Division, spoke about her experiences with LBE engagement both at CMD and SF Port, and her commitment to economic justice.
 - i. She also highlighted the need to focus on the mission and value of the LBE program, the LBEAC as a cross-functional avenue for learning, and the importance of leading CMD with honesty and integrity.
 - ii. CMD has a job vacancy rate which is even higher than the City average, but job offers have already been extended to new candidates.
- c. Comments from the Committee and the Public:

- i. The committee asked for better communication from CMD and a renewed focus on Micro sized LBEs.
 - ii. Members of the public discussed the sudden loss of small businesses in the Bayview neighborhood, the need for smaller, more manageable contracts for Micro-LBEs, and the difficulty of passing the City's pre-qualifications for contracting.
- 3. Policy Updates from City Administrator – File 221209 – Resolution on Disparity Study
 - a. Anh Ton, Project Manager at the City Administrator's Office, presented the following about a Racial Disparity Study:
 - i. A resolution was adopted urging the City Administrator's Office to conduct an LBE study to analyze disparities in the City's contracting to women-owned, minority-owned, and disabled Veteran-owned businesses.
 - ii. Disparity studies typically take 1 to 3 years to complete.
 - iii. The results of the study may help get more resources towards fixing disparity.
 - b. Comments from the Committee and the Public:
 - i. Affected LBEs need to provide testimony to make the study accurate.
 - ii. The need for urgency was raised.
 - iii. A member of the public commented that more procurement opportunities could lead to lower crime statistics.
- 4. Chapter 14B Implementation Updates – Pilot Program Implementation
 - a. Director Stephanie Tang gave the following updates:
 - i. A spreadsheet of current and upcoming projects with pilot program requirements including neighborhood preference, multiple LBE goals, and micro-LBE trucking was distributed.
 - ii. A future presentation on enforcement mechanisms is being planned.
 - iii. A demonstration on accessing the new LBEAC webpage was given.
 - b. Comments from the Committee and the Public:
 - i. The committee requested that the link to the LBEAC webpage be featured more prominently on CMD's webpage.
 - ii. An LBE owner raised concerns about submitting bids quotes to primes and not hearing back about whether the bid was won.
- 5. Review and Approval of the December 8, 2022 LBEAC Meeting Minutes
 - a. Dwayne Jones, seconded by Greg Lyman, moved to approve the December 8, 2022 LBEAC Meeting Minutes.
 - i. Ayes: Caranto, Choy-Sommer, Davis, Enssani, Galarza, Giron, Jones, Kurella, Lim, Lu, Lyman.
 - ii. Abstain: Senigar, Tatum.
- 6. Public Comment
 - a. A suggestion was made to post the LBEAC Sign-in Sheet online so that LBEs can more easily connect with one another.
 - b. A member of the public commented on the scarcity of black real estate developers in San Francisco.
 - c. A member of the public commented that LBEAC leadership has not changed in the past three years due to the pandemic.

- i. Chair Galarza requested CMD staff to send a questionnaire to committee members about holding a vote for committee leadership at a future meeting.

7. Adjournment

- a. The meeting was adjourned at 12:08 pm.