

RICHLAND COUNTY COUNCIL

SOUTH CAROLINA

OFFICE OF SMALL BUSINESS OPPORTUNITY AD HOC COMMITTEE

September 16, 2014
4:30 PM
4th Floor Conference Room

In accordance with the Freedom of Information Act, a copy of the agenda was sent to radio and TV stations, newspapers, persons requesting notification, and was posted on the bulletin board located in the lobby of the County Administration Building

CALL TO ORDER

Mr. Jackson called the meeting to order at approximately 4:34 PM

MISSION STATEMENT

- A. **Original Mission Statement** – Revised Mission Statement was forwarded to Council for approval.
- B. **Revised Mission Statement** – Mr. Jeter moved, seconded by Mr. Malinowski, to forward the revised mission statement: “The Richland County Office of Small Business Opportunity is committed to promoting, growing, building capacity and providing resources to its small businesses through an inclusive, diverse and supportive business environment,” to Council for approval. The vote in favor was unanimous.

ESTABLISHMENT OF DIVISION

- A. **An Ordinance Amending the Richland County Code of Ordinances, Chapter 2, Administration; Article X, Purchasing; Division 7, Small Local Business Enterprise Procurement Requirements; so as to change overall management of the program to the Office of Small Business Opportunity; and Amending Chapter 2, Administration; Article V; County Departments; Division 5A, Office of Small Business Opportunity; so as to create two divisions within the department**
- Mr. Livingston stated that the Procurement Ordinance will need to be amended to be consistent with the proposed ordinance.
 - Mr. Jeter requested feedback (i.e. survey, work session, etc.) from those firms that applied to the SLBE Program.



Committee Members Present

Kelvin E. Washington, Sr.
District Ten

Bill Malinowski
District One

Norman Jackson
District Eleven

Others Present:

Paul Livingston
Torrey Rush
Tony McDonald
Justine Jones
Michelle Onley
Monique McDaniels

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- Mr. McDonald stated that there is an appeals process in place for those that felt that the process wasn't as advantageous as it should have been.
- Mr. Washington requested clarification of Sec. 6-641(5)(b):
"...Applicants determined ineligible shall not be eligible to submit a new application for one year after the date of the notice of denial of eligibility."
- Ms. Jones stated that the requested information is necessary to process the applications.
- One of the challenges is the time constraints with trying to get ahead of the solicitations
- Mr. Jeter requested that the office be given legal assistance/resources

Mr. Jeter moved, seconded by Mr. Jackson, to forward the ordinance to Council for approval. The vote was in favor.

- B. SLBE Division
- C. Business Development Division
- D. Future Division(s) [DBE, MWBDE, etc.]

BUSINESS DEVELOPMENT DIVISION

- A. Educational Assistance Unit – Mr. Jeter moved, seconded by Mr. Jackson, to move forward on this item. The vote in favor was unanimous.
 - 1. Various seminars, workshops courses related to business
- B. Technical Assistance Unit – Mr. Jeter moved, seconded by Mr. Jackson, to move forward on this item. The vote in favor was unanimous.
 - 1. Mentor Protégé Program
 - 2. Access to Financial Capital Program
 - 3. Bonding and Insurance Program [OCTOBER AGENDA]

OCTOBER'S COMMITTEE ITEMS

- A. Bonding and Insurance

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- B. New Staffing
- C. Additional Items

ADJOURNMENT

The meeting adjourned at approximately 5:14 PM

