

Commission on Small Business Advocacy

MINUTES

January 15, 2021

Due to the state of emergency declared by Governor Beshear via Executive Order 2020-15 regarding COVID-19, the Commission on Small Business Advocacy held their board meeting at 11:00 a.m. (EDT) Friday, January 15, 2021 via zoom teleconference at the following link <https://us02web.zoom.us/j/85200919643> to consider all business.

Welcoming Remarks: Herb McKee welcomed everyone and performed roll-call. A quorum was reached and the meeting was called to order.

Members Present: Jeff Anderson, Todd Blume, Terra Leavell, Herb McKee, Dale Morgan, Joshua Ravenscraft, Lesa Seibert, Foster Shrout, Darren West

Members Not Present: Sundeep Dronawat, Susan Hoechner, Robert Hudson, Kristel Smith, Larry Waddell

Staff Members Present: Tony Ellis, Ellie Puckett, Matt Wingate, Marilyn LeBourveau, David Brock, and Karen Yates

Others Present: Senator Wil Schroder, Grayson Evans

Press Notification: It was noted the press had been duly notified.

Oath of Office for new Members: Tony Ellis, General Counsel, Cabinet for Economic Development, administered the Oath of Office to new members present.

Minutes of the February 2, 2018 Meeting: The minutes of the February 2, 2018 CSBA meeting were distributed to the members for review. Motion to approve the minutes as written was made by Lesa Seibert, 2nd by Darren West. The motion carried unanimously.

Executive Committee Formation: CSBA Vice-Chair, Lesa Seibert entertained any floor nominations for officers of the Executive Committee. The following nominations were brought before the CSBA for approval:

Foster Shrout, Secretary of CSBA Executive Committee
Dale Morgan, Member at Large of the CSBA Executive Committee
Susan Hoechner, Member at Large of the CSBA Executive Committee

Darren West motioned for a vote of approval of the nominated CSBA Executive Committee members, Jeff Anderson seconded the vote of approval. The motion carried unanimously.

Resolution:

Matthew Wingate, a new team member for the Cabinet for Economic Development, Office of Legal Services, has been designated to provide support and legal analysis for the CSBA. Matthew informed the Commission that the Commissioner of the Department for Business Development is named the administrative head and chief executive officer of the CSBA Commission instead of the Executive Director of the Office of Entrepreneurship, the office that the Commission is administratively attached. A motion was made by Lesa Seibert to approve Tony Ellis, Executive Director of the Office of Entrepreneurship, as CEO of the CSBA Commission. Jeff Anderson made a second approval and the motion carried unanimously.

A motion was made by Lesa Seibert and seconded by Foster Shroud to approve the Executive Committee to draft language in a formal written resolution that recognizes Tony Ellis as CEO of the CSBA. The draft language will be reported back at the May 14, 2021 and placed for a vote. A motion was made by Lesa Seibert to approve the Executive Committee's drafting of language to include in the Resolution.

Kentucky Innovation Update:

Tony Ellis, Director of Kentucky Innovation introduced the members of his team.

Ellie Puckett, Deputy Director of KY Innovation

David Brock, Operations

Marilyn Lebourveau, Small Business Tax Applications and CSBA work

Kristine McNiel, SBIR

KY Innovation has been the strategic center and support organization for Entrepreneurship, start-ups and small businesses. Ellie Puckett, gave a presentation outlining the vision for KY Office of Entrepreneurship.

Current Programs:

- KY Innovation Hubs, various locations in Kentucky
- Kentucky Commercialization Ventures (KCV), a public-private partnership to commercialize university technology
- SBIR/STTR Support and Match
- Kentucky Small Business Tax Credit
- Kentucky Small Business Credit Initiative
- Entrepreneurship Education

2021-2022 Priorities, over the past year we went into the community and started surveying to get feedback on how to build a strong community. This was taken into consideration when outlining the next six priorities:

- Connectivity
- Metrics, data & transparency
- Diversity, equity & inclusion
- Industry clusters
- Maximize investment dollars
- Talent and innovation attraction

Ellie Puckett agreed to send her presentation via email to all the CSBA board members for reference.

Vision for Business Community Connections:

Vice Chair, Lesa Seibert led a discussion on how the Commission can work with the Cabinet for Economic Development to help achieve some of these initiatives.

Chamber of Commerce connection. Chairman Herb McKee presented on outreach to small and medium size chambers of commerce. CEO Ellis suggested that economic development executives be added to the outreach process. CSBA will reach out to each KY Chamber office to let them know the CSBA is interested to know what they have going on to see if we can work together. We can be a conduit to the Cabinet for Economic Development to help with information on legislation, get them connected with the right people and hear the needs of our small business owners in Kentucky.

The KY Innovation council performed data gathering back in the summer to find out how we could do a better job with working with the Cabinet and local chambers to connect with small businesses. One idea was to create a corporate and small matching program. Listen to small businesses and entrepreneurs to

see what their needs are and how we can help them. We are looking at businesses that don't necessarily qualify for assistance to help them prosper as well.

Lesia and Foster Shrouf are going to create a workable excel spreadsheet that includes a list of Chamber contacts. Tony Ellis also recommended including any Economic Development Directors in the State for their assistance as well.

More information to come on availability.

Annual Evaluation:

As mentioned in previous conversation, the CSBA commission has been mainly dormant for several years and Matt Wingate is assigned to help revive the CSBA and its purpose, helping small businesses and entrepreneurs. By statute, the CSBA is to provide an annual evaluation to the Governor for his review. This report/evaluation provides successes and/or challenges of the past year. The Ombudsman report will be created by Matt Wingate which is part of this report. It was agreed that a draft would like to be seen during the May meeting to review/modify and have ready for vote by the August meeting. Information can be forward looking since the Commission has not had a lot of previous activity – roadmap of expectations would be good for the report. Executive committee will look to Matt Wingate for his notification to get started.

Tony Ellis also added that the Ombudsman program is very important/key to helping small businesses get the information they need. Help to stop the bouncing from person to person and will help small businesses get the information they need in a quick manner.

2021 Meeting Dates:

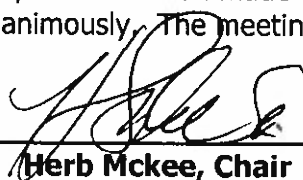
May 14, 2021 (Friday)

August 13, 2021 (Friday)

November 12, 2021 (Friday)

The meetings will begin at 11:00am. The location is contingent on the status of the pandemic. Otherwise the meeting will be held via Zoom.

Adjournment: With no further matters to discuss, Jeff Anderson made a motion to adjourn. Darren West seconded the motion. The motion carried unanimously. The meeting was adjourned at 1:03 p.m. ET.



Herb Mckee, Chair