



# City of Tacoma

## Economic Development

### Committee Minutes

747 Market Street, Tacoma, WA 98402, Conference Room 248

Dial: 253-215-8782 Meeting ID: 882 2753 9908

Webinar Link: [www.zoom.us/j/88227539908](http://www.zoom.us/j/88227539908) Passcode: 614650

**September 12, 2023**

**10:00 AM**

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Chair **Keith Blocker**, Vice Chair **Kiara Daniels**, **Joe Bushnell**,  
**Olgy Diaz**, **Sarah Rumbaugh** (alternate)

### Call To Order

Chair Blocker called the meeting to order at 10:01 a.m.

### Roll Call

**Present:** 3 - Blocker, Bushnell and Diaz

**Absent:** 1 - Daniels

### Public Comment

There was no public comment.

### Briefing Items

1. [23-0872](#) Minority Business Development Agency Update  
[Frank Boykin, Division Manager, Community and Economic Development]  
  
At approximately 10:02 a.m., Frank Boykin, Division Manager, Orlantha Coleman, Business Division Analyst, and Ivan Golovkin, Contract Program Auditor, Community and Economic Development, presented an update on the Washington Minority Business Development Agency (MBDA) Business Center including an overview; key topics; business center background; technical assistance; strategic business consultation; services to Minority Business Enterprises (MBE), with a goal to not have a casual approach for engagement, and provide approachable engaging experience for the community; partnerships; programs, noting WSDOT and Sound Transit capacity building mentorship program, WSDOT Disadvantaged Business Enterprise Support Services ; project opportunities; details on the Achieve More grant program, noting applicants, awardees, recipient regions, and rural communities served; accomplishments from 2016 to 2023, noting key metrics for value of contracts, financial transactions, jobs created and retained, and MBE clients served. Boykin concluded by outlining how present

and new clients are served, and the program received a three month extension.

Discussion ensued regarding the MBDA program and the success with the business center; and a request for tracking of outcomes of small business that take part in the program, businesses returning, and new businesses applying.

## Topics for Upcoming Meetings

2. [23-0873](#)      September 26, 2023 - Neighborhood Business District Update, Business License Fee Update  
October 10, 2023 - Final BIPOC Business Alliance Report  
October 24, 2023 - Status Update on Business Climate Survey, Economic Development Administration Funded BIPOC Chamber Feasibility Study

Cathy Satava, Committee Liaison, stated the next meeting will be September 26, 2023, and will include the Neighborhood Business District and the business license fee update: the October 10, 2023, meeting currently has no agenda topics; the October 24, 2023, meeting will include a status update on the business climate survey and the Economic Development Administration funded BIPOC Chamber feasibility study; and the October 31, 2023, meeting will include a combined committees, boards, and commissions report out, and will be held in Council Chambers.

## Other Items of Interest

There are no other items of interest.

## Adjournment

There being no further business, the meeting adjourned at 10:44 a.m.

  
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For  
Keith Blocker, Chair

  
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Hollyann Piotrowski, City Clerk's Office