



# EMPOWERMENT ZONE ADVISORY BOARD

City of El Paso – Community and Human Development Department – Empowerment Zone Grant (EZ)

BOARD MEETING MINUTES  
CITY OF EL PASO, 2 CIVIC CENTER PLAZA, 8<sup>TH</sup> FLOOR CONFERENCE ROOM  
EL PASO, TEXAS  
AUGUST 10, 2009  
5:30 p.m.

The Empowerment Zone Advisory Board met in regular session at the above place and date. Meeting was called to order at 5:35 p.m. Sally J. Andrade was present and presiding.

The following Advisory Board members answered roll call:

- Trinidad Acevedo,
- Sally J. Andrade (Chair),
- Soledad Muñiz,
- Daniel Ortiz,
- Edith Zuvanich (Vice-Chair)

Late Arrival:

Carlos Veloz at 5:40 p.m. during Advisory Board Members' Introductions

Absent:

Norma Tena

Staff present:

- Isela Robison (Empowerment Zone Grant Coordinator),
- Priscilla Arellano (Recording Secretary),
- William Lilly (Community and Human Development Director)

1. Advisory Board Members' Introductions

Each Board member introduced themselves.

2. Call for General Public Comments

Ramon Arroyos  
Delia Chavez

3. Approval of July 22, 2009 Minutes

Motion made by Daniel Ortiz, seconded by Edith Zuvanich, and unanimously carried to **APPROVE** minutes.

- AYES: Trinidad Acevedo, Sally J. Andrade, Soledad Muñiz, Daniel Ortiz, Norma Tena, Carlos Veloz, Edith Zuvanich
- NAYS: None
- ABSENT: None

4. Staff Update: Request for Proposal (RFP) Process

City staff and the Advisory Board discussed the process of reviewing RFP Proposals.

- 1) City staff will present a summary of the proposal.
- 2) Applicant's spokesperson will be identified
- 3) The EZAB Chair will poll the members and public for questions to filter out duplicates; and, then she and/or board members will direct questions (if any) to applicant representative.
- 4) The EZAB members will submit their evaluation forms to City staff for tabulation.

5. Review of the following Small Business Technical Assistance Funding Proposals (G3. C2. P13)

a. Entrepreneurial Technical Assistance Centers – El Paso Hispanic Chamber of Commerce

Terri Reed was the El Paso Hispanic Chamber of Commerce representative. Advisory Board members asked Ms. Reed questions to clarify their funding proposal.

b. Mercado Mayapan: Business and Jobs Incubator – El Puente Community Development Corporation (*Discussion took place during Item #6*)

c. Empowerment Zone Microenterprise Technical Assistance – Project Vida Community Development Corporation

Rosario Fernandez was Project Vida Community Development Corporation's representative. Advisory Board members asked Ms. Fernandez questions to clarify their funding proposal.

d. The EZ Way – The Greater El Paso Chamber of Commerce

Minda Villarreal was The Greater El Paso Chamber of Commerce's representative. Advisory Board members asked Ms. Villarreal questions to clarify their funding proposal.

6. Review of the following Small Business Incubator Funding Proposal

a. "Teach to Fish" – Boys & Girls Club of El Paso

Arturo Jaime was the Boys & Girls Club of El Paso's representative. Advisory Board members asked Mr. Jaime questions to clarify their funding proposal.

b. Mercado Mayapan: Business and Jobs Incubator – El Puente Community Development Corporation

Cindy Arnold was El Puente Community Development Corporation's representative. Advisory Board members asked Ms. Arnold questions to clarify their funding proposal.

c. La Fe Commercial Kitchen Business Venture (CKBV) – La Fe Preparatory School, Inc.

Carlos Gallinar was La Fe Preparatory School's representative. Advisory Board members asked Mr. Gallinar questions to clarify their funding proposal.

7. Call for Public Comments on Agenda Items

Guillermo Glenn

8. Next Meeting

August 11, 2009, Tuesday, City Hall, 8<sup>th</sup> Floor Conference Room

9. Adjournment

Motion made by Carlos Veloz, seconded by Trinidad Acevedo, and unanimously carried to adjourn meeting at 7:35 p.m.