

ELIZABETH “LIBBY” WILLIAMS

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PROFESSIONAL EXPERIENCE

THE WILLIAMS CONSULTING GROUP, LLC

Community, Business and Economic Development Consulting

*August 2013 - Present
January 2007 – September 2010*

- Provide comprehensive community and economic development consulting services to public agencies and private sector organizations.
- Project manager and economic development practitioner with over 20 years of experience generating new jobs and investments, while retaining current businesses and employment for the community.
- Experienced in business attraction, retention, governmental affairs, economic development corporations, private business, community outreach, economic analysis, and strategic planning.
- Extensive relationships with local experts including economists, attorneys, urban planners, real estate brokers, accountants, researchers, economic developers, and community-based organizations.
- Projects include: Organizing City of Los Angeles’ construction industry business matchmaking events for over 500 attendees; Assisting Community Build non-profit with required City of Los Angeles Business Inclusion Program outreach for grant applications; Working as Small Business Outreach Director for the LA Community College District Build Program; Assisting the USC Center for Economic Development with preparing an EDA grant application for Southern California and serving as project manager for the awarded project; Creating a [LAEDC resource guide](#) of business assistance services available to innovative companies; Producing a gap analysis of workforce, training and business development needs of Southern California businesses for the LAEDC and; serving as the executive director of the Mayor’s blue ribbon task for how to make the City of Los Angeles more business friendly.

USC Sol Price School of Public Policy, Center for Economic Development

Project Manager, Advanced Manufacturing Partnership for Southern California

November 2015 – December 2020

- Grow the AMP SoCal consortium and identify partners to help engage the region in activities that support the growth of the A&D industry in Southern California and create jobs.
- Formulate and implement outreach operating practices to encourage small A&D suppliers to join the AMP SoCal consortium. This includes the development and maintenance of the [AMPSoCal](#) website in addition to all marketing efforts through social media platforms.
- Create research forums on topics of interest to consortium members from both industry and academia, develop a semi-annual conference to showcase the successes of the consortium, and engage industry and the public sector across the 10-county Southern California region.
- Develop and implement workshops, trainings, and webinars to address industry problems in workforce development, new technology, and business assistance so that A&D suppliers have the tools to be successful.
- Coordinate and provide technical assistance to small A&D manufacturers for business growth including hosting semi-annual strategic matchmaking events to introduce small A&D suppliers to OEMs.

THE SEVILLE GROUP (SGI)

Small Business Outreach Director

October 2014 – June 2015

- Under contract with AECOM, direct all small business outreach services for the Los Angeles Community College District (LACCD) Build Program.
- Responsible for assisting LACCD in meeting its 30% Local, Small, Emerging, Disabled Veteran (LSEVD) owned business utilization goal.
- Coordinate programs such as the Small Business Boot Camp to improve the competitive capacity of small contractors through a multi-week, comprehensive, hands-on curriculum to compete for Build Program contracts.
- Coordinate and manage business seminars to provide contractor assistance in bonding, certification, how to bid on contracts, estimating and scheduling, access to capital, information about labor compliance and Project Labor Agreements.
- Monitor contractor compliance with LSEVD utilization goal using B2GNow Contract Management System.
- Maintain relationships with local business organizations and industry associations to promote LACCD Projects.

OFFICE OF MAYOR ANTONIO VILLARAIGOSA, CITY OF LOS ANGELES

Managing Director, Office of Small Business

August 2011 – July 2013

- Responsible for developing policies and programs to assist the 300,000+ small businesses in the nation's second largest city. Key areas of focus include City Services, Procurement, and Convening Resources.
- Alongside the Community Development Department (CDD), oversaw the implementation of the City's redesigned business assistance program, BusinessSource. Responsible for strategy, content, and partnership development of the Business Source Centers. Worked closely with the City's partners to ensure they are providing the best possible business assistance to the small business and entrepreneur community.
- Developed programs related to such areas as job creation, economic development for disadvantaged communities and access to capital.
- Negotiated and managed strategic partnerships with major corporate partners including Goldman Sachs, UBS, Kiva.org and Dun & Bradstreet to offer programs that benefit the City's small businesses.
- Assisted the Executive Director of the Office of Contractor Relations with developing and implementing programs that worked to increase the City's utilization of small, minority, women and disabled veteran owned business.
- Managed the Mayor's Small Business Advisory Council which provided guidance to the City on policies and procedures that affect small business.
- Represented the Mayor's office at business events and to various business organizations.
- Served as a liaison between the small business community and the Mayor's Office of Economic and Business Policy.

LOS ANGELES UNIFIED SCHOOL DISTRICT

Director, Small Business Program

September 2010 – August 2011

- Lead the Small Business Program for the nation's second largest school district.
- Responsibilities included increasing the number of Small Business Enterprise (SBE) firms competing for bond-funded construction, architecture, engineering, and professional services contracts to meet the Board of Education's 25% small business utilization goal.
- Provided referral services to technical assistance, financial, bonding and insurance, and SBE certification services.
- Developed and executed seminars, symposiums, and special events for contractors, architects, engineers, construction management firms and elected officials to increase competition and promote Owner initiatives.
- Tracked and reported the District's small business utilization rates for use in evaluating future contractors.
- Reviewed, evaluated, and scored Request for Qualifications and Request for Proposal submissions.
- Represented the District to elected officials, contractors, business community groups, trade organizations, labor unions, and public agencies concerning procurement policies and procedures.
- Managed the Small Business Advisory Council which provides guidance to the District on policies and procedures that affect small business.
- Managed a team of five District employees and contract professionals.

LOS ANGELES ECONOMY & JOBS COMMITTEE

Executive Director

January 2007 – August 2008

- Responsible for helping the Mayor of the City of Los Angeles retain and attract job-creating investments.
- Conducted broad-based collection and analysis of key issues, obstacles, and deterrents to business/job attraction and retention in Los Angeles;
 - Executed a comprehensive audit of existing L.A. business attraction and retention information and initiatives;
 - Reviewed and summarized the best business development practices across the country to guide the structure of L.A.-based initiatives designed to create quality jobs;
 - Recommended steps to improve the City of Los Angeles' ability to retain and attract job-creating investment;
 - Coordinated the Committee's efforts to retain or attract specific companies.
- Supervised research assistant, interns and pro-bono consulting firms.
- Reported directly to the Chairman of the LAEJC, Russell Goldsmith, CEO of City National Bank.
- The committee's final report can be viewed [here](#).

LOS ANGELES COUNTY ECONOMIC DEVELOPMENT CORPORATION

Westside Regional Manager

January 2004 – January 2007

- Provided one-on-one, business assistance services to companies located within the Westside Cities of LA County with the focus to attract, retain and expand businesses, and jobs within the region.

LOS ANGELES COUNTY ECONOMIC DEVELOPMENT CORPORATION (Cont.)

- Acted as confidential liaison with city and county officials, business leaders, real estate professionals and other economic development allies.
- Worked as an executive on loan to the newly formed Westside Economic Collaborative (WEC) to strengthen its development. Help the WEC better understand its market, industry clusters and area needs.
- Marketed and established relationships with brokers, bankers, building owners, management companies, architects, facility managers, consultants and developers.

Director, Community Initiatives

January 1996 – December 2003

Administrator, Regional Business Assistance Network

- Responsible for identifying opportunities and developing community economic development programs and initiatives to stimulate economic growth.
- Responsible for management of the LAEDC business assistance initiatives designed to improve business opportunities and competitive position of LA County.
- Developed and maintained relationships with over 300 federal, state, county, local and regional professionals.
- Managed implementation of the Job Creation Investment Fund, a \$750,000 state funded program to stimulate job creation activities within LA County.
- Awarded two additional grants to supervise workforce and economic development outreach programs throughout various regions of LA County.
- Supervised Department Coordinator and several project based consultants.
- Managed the Los Angeles County Regional Business Assistance Network (RBAN), a collaboration of all business service providers located in Los Angeles County.
- Program focus is to create a "seamless referral system" for all participating businesses, along with many other projects which ultimately educate, connect and harmonize all phases of business.
- Created Regional Business Assistance Resource Guide for in house staff use and conducted training on all available programs and products available to economic development professionals.
- Coordinated and facilitated quarterly meetings for 200 attendees representing a wide range of service providers, community based organizations, workforce development organizations and local municipalities.
- Facilitated quarterly Leadership Council meetings.

CITY OF LOS ANGELES, MAYOR'S OFFICE OF ECONOMIC DEVELOPMENT – LOS ANGELES LDC

Marketing / Public Relations Consultant

August 1995 – January 1996

The STAKEHOLDER Magazine

Government and Community Relations / Managing Editor

June 1994 – August 1995

CORO FOUNDATION

Public Affairs Fellow

September 1993 – June 1994

EDUCATION

- Master of Public Administration, California State University, Long Beach
- Executive Master of Leadership, University of Southern California, School of Public Policy
- Bachelor of Arts, Black Studies, California State University, Long Beach
- Summer Program in Real Estate, USC Lusk Center, School of Business

BOARD MEMBERSHIP

- Los Angeles Development Fund Advisory Board, Chair (2009 to present)
- Los Angeles County Economic Development Advisory Committee (2019-2020)
- Los Angeles LDC (community development financial institution), Chair (2000 to 2011)
- City of Los Angeles, Workforce Investment Board (2000 – 2006)
- Eastern LA County Small Business Development Center Advisory Board (1999 – 2003)
- CSULB Alumni Association, Board Member (1994 – 1996)

SKILLS

- Extensive economic analysis, strategic planning and program implementation experience
- Work well with diverse groups/individuals
- Excellent speaker and meeting/group facilitator
- Excellent interpersonal, organizational and team building skills