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OPERATION SECOND CHANCE, INC.

Technical Assistance Office
1653 North Mount Vernon Avenue
San Bernardino, California 92411
Phone (714) 884-8764

STANLEY
SCOTT

July 30, 1974

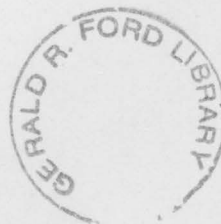
Enclosed is a copy of Operation Second Chance's Fourth Quarterly & Final Report for program year 1973 - 1974 prepared for the Office of Minority Business Enterprise (OMBE).

The report contains information concerning the overall activities and developments of Operation Second Chance during the program year which we would like to share with you.

Sincerely,

Frances J. Grice
Frances J. Grice

FJG:co
Enclosure



WHITE HOUSE
MAIL ROOM
OPERATION SECOND CHANCE

1974 AUG 6 PM 1 09

July 30, 1974

Enclosed is a copy of Operation Second Chance's Fourth Quarterly
Final Report for program year 1973 - 1974 prepared for the Office
of Minority Business Enterprise (OMBE).

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Frances J. Grice

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Enclosure





OPERATION SECOND CHANCE, INC.

Technical Assistance Office
1653 North Mount Vernon Avenue
San Bernardino, California 92411
Phone (714) 884-8764

July 12, 1974

Mr. Ray Romero
Mrs. Marian Diggs
Mr. Ken Matzkin
Office of Minority Business Enterprise
San Francisco Regional Office
450 Goldengate Avenue, Room 15045
San Francisco, CA 94102

Dear Sir:

Enclosed please find as requested six copies of our final report for the second funding year, under the Office of Minority Business Enterprise (OMBE).

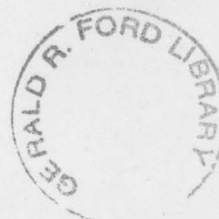
As an organization, we feel that we have made great strides in the area of business and economic development. Through this report we would like to inform you of these accomplishments and share with you our pride in realizing how far we have come after two significant years under OMBE.

Sincerely,

Frances J. Grice
Executive Director

FJG:db

Enclosure

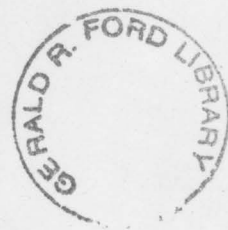


OPERATION SECOND CHANCE

O M B E

FINAL REPORT

JULY 1, 1973 - JUNE 30, 1974



FINAL REPORT

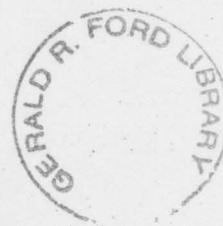
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1. TWELVE MONTH NARRATIVE OVERVIEW

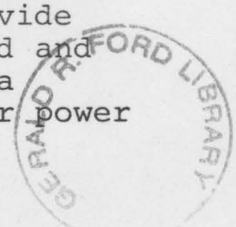
A. Capabilities and Effectiveness

For the second successive program year under OMBE, Operation Second Chance exceeded its goals and objectives as stated in its work time phase plan. It accomplished this by zealous staff and volunteer cooperation in this effort. During the second program year Operation Second Chance has served 1,324 clients, provided 582 MS/TA, secured approved loans of \$2,170,566, and have submitted loans pending decision of \$1,721,850.

OSC has and will continue to develop strong and beneficial working relationships with financial and banking institutions from both public and private sources, for the minority business enterprise program. OSC will also continue to assist county and local government in economic planning and development by participating in the County and City Over-All Economic Development Planning committees and other economic development vehicles.

Operation Second Chance has increased its data base distribution techniques and solidified its position as a center for providing data, resources and statistical information to other agencies, businesses and communities. Operation Second Chance's staff pledges to continue working as necessary to meet the mandates and goals of the Office of Minority Business Enterprise. Operation Second Chance further, pledges to continue the effective delivery of service to clients and to work diligently in establishing stronger minority enterprise programs within its service area in order to assist in up-grading and developing of the minority businessman.

Operation Second Chance will continue their intense efforts to; (1) surmount the lack of a viable employment base in the community; (2) to retain, expand and attract industry which will provide employment opportunities for the unemployed and underemployed; and (3) to attempt to make a significant impact on economic and consumer power within the low income urban area.



The lack of a long range master plan for economic development continues as a cause of economic failure, reduced incentive to venture financing, and other serious socio-economic problems.

Growth of OSC service is mandatory since the Inland Empire area of San Bernardino and Riverside Counties will eventually become the wholesale, retail and warehousing center of Southern California. The available services of 4 railroads, a network of Interstate Highways, and the proximity to air-cargo facilities enhance the land, coupled with much undeveloped land, making the Inland Empire the community of the future.

Considering this growth potential, Operation Second Chance will continue to support specific programs of industrial and business development realizing that these efforts will provide the needed catalyst to stimulate development.

Operation Second Chance has continued to be concerned that no Small Business Administration or Office of Minority Business Enterprise Regional or District resources are located within the Inland Empire and consultant services are often delayed. However, OSC along with the Field Representatives of these federal agencies are hoping to correct this void. As the projected growth develops so will the need for additional services.

B. Changes in Economic and Demographic Characteristics

There has been little economic or demographic characteristic changes during the program other than the continuing decline of the economy and the energy crisis. Those additional changes which have occurred are related in Paragraph A of this section.

C. Bibliography of Literature Collected for the Information Center

1. Collection

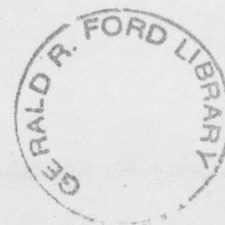
As the demand for information increased, OSC's



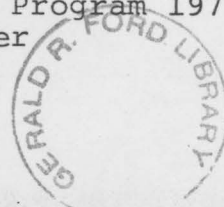
information facilities were expanded to offer better services to our minority and small business community. Also our knowledge and experience of operating the library grew allowing us to establish a professional and systematic approach to disseminate information, coping with the increased demand.

In beginning this new approach we made available a list of publications which are on hand for ready reference, these are:

Access, March/April 1973
Access, May/June 1973
Access, July/August 1973
Access, Sept./Oct. 1973
Access, Nov./Dec. 1973
Access, Jan./Feb. 1974
Access, March/April 1974
Accounting Services No. 126
Analyze Your Records to Reduce Costs No. 130
Analyze Your Costs of Marketing No. 85
A Price Checklist for Managers No. 105
Are Your Products and Channels Producing Sales No. 203
Attracting New Industry
Black Business Digest July 1973 thru June 1974
Black Enterprise January 1973 thru June 1974
Building Customer Confidence No. 128
Building Good Customer Relations No. 120
Building Minority Business Enterprise
Building Strong Relations With Your Bank No. 107
Business Resource Center
Can You Afford Delivery Service No. 130
Checklist for Going into Business No. 71
Controlling Inventory in Small Wholesale Firms
No. 122
Directory of Private Programs Assisting Minority
Business 1970
DPC Brochures
Bank of America Publications
Bars and Cocktail Lounges
Mail Order Enterprise
Proprietary Day Care
EDA Building Communities with JOBS
EDA Business Development Loans
EDA Economic Development Districts - Sept. 1970
EDA Economic Development Districts - Oct. 1971



EDA Technical Assistance June 1972
 Federal Programs Assisting Minority Enterprise
 Financial Audits: A tool for better management
 No. 176
 Finding and Hiring the Right Employee No. 106
 Guide to Venture Capital Financing
 Handicrafts and Home Businesses No. 1
 How to Analyze Your Own Business No. 46
 How to Find a Likely Successor No. 198
 Income Tax Reporting No. 144
 Keep Pointed Toward Profit No. 206
 Knowing Your Image No. 124
 Lease Guarantees
 LEEP
 Locating or Relocating Your Business No. 201
 Managing a Family-Owned Business No. 208
 Marketing Planning Guidelines No. 194
 Marketing Research Procedures No. 9
 Measuring the Results of Advertising No. 121
 Minority-Owned Businesses: 1969, August 1971
 O.M.B.E
 Ombudsman For Business
 One America Includes...
 O.S.C Brochures - 1970 - 1974
 Personal Management No. 72
 Pleasing' Any Season
 Pointers on Negotiating DOD Contracts No. 204
 Preventing Employee Pilferage No. 209
 Preventing Retail Theft No. 119
 Retailing No. 10
 Retirement Plans for Self-Employed Owner/Managers
 No. 131
 SBA Loans
 SBA Management Assistance
 SBA Publications For-Sale Booklets March 1973
 SBA Publications Management Aids March 1973
 SBA What it is . . . What it does?
 Selling to the U.S. Government
 Selling to the U.S. Military
 Setting Pay No. 195
 Specifications and Standards 1966
 Steps in Incorporating a Business No. 111
 Stock Control (for small stores) No. 123
 Success in a Small Store No. 127
 Sweeping Profit Out the Back Door No. 138
 Tax Obligations No. 142
 The Federal Wage-Hour Law in Small Firms No. 132
 The Minority Business Enterprise Program 1972
 The Navy Shops Part Control Center



This is HEW

Urban Business Profiles

- Beauty Shops
- Bowling Alley
- Building Service Contracting
- Childs and Infants Wear
- Contract Construction
- Contract Dress Manufacturing
- Convenience Stores
- Custom Plastics Industries
- Dry Cleaning
- Furniture Stores
- Industrial Launderers and Linen Supply
- Machine Shop Job Work
- Mobile Catering
- Pet Shops
- Photographic Studios
- Real Estate Brokerage
- Savings and Loan Association
- Supermarkets

Using Temporary Help Services No. 205

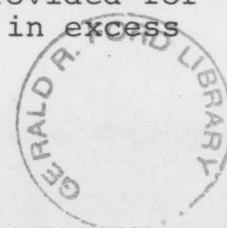
Variety Stores No. 21

2. Dissemination

Our system of Library control was established to keep records of what informational material is sent to which client and for what specific purpose this information was needed. This recording system will enable our office to analyze client assistance needs at any time.

Since initiating our system OSC's office has mailed out information packages to twenty (20) businesses. Materials especially prepared for their needs. We have also mailed information concerning particular industries to specific clients. Information on "Retail Men's Wear" has been sent to five (5) existing and prospective men's wear business owners; information on "Minority Contractors Association" was provided to nine (9) minority contractors; invitations for OMBE/FGAA sponsored Accounting Classes were mailed to twenty-three (23) clients who we felt could benefit from the class.

In addition to the above, we have disseminated information on workshops and seminars under OSC sponsorship, which have been provided for our clients. These clients number in excess of six hundred (600).



There have been approximately twenty-five hundred (2500) pieces of business information leaving our office information center this program year. This information includes much of the information listed on the publications ready reference sheet referred to in Section C -1.

We have on several occasions contacted and received support from our local State Senator's Office in our efforts to receive Senate Constitutional Amendments, Assembly Bills and other related information pertaining to small and minority businesses.

D. Problem Areas

The beginning of our second program year started with OSC experiencing problems of transition into the new year. OSC was funded to start its first OMBE Program from July 1, 1972 thru June 30, 1973. However, since OSC was receiving funds from the Economic Development Administration which would not end until August 31, 1972, OMBE funds were not forth coming until August 30, 1972.

The resulting cost savings from overlapping programs allowed OSC to add three (3) critically needed staff positions, with approval of OMBE, for the first program year. The original OSC-OMBE proposal, however, did not make provision for these positions; and OSC submitted a budget modification request in an attempt to keep the three (3) additional positions for the second program year. Written approval of this request had not been given by the end of the first program year. Verbal approval, however, was given by an OMBE Program Officer to the effect, "The approved modification was forth coming and retroactive."

OMBE at this time was undergoing reorganization and many staff changes. Finally after numerous contacts with three different OMBE Program Officers written approval of the budget modification, dated October 4, 1973 was finally received on October 19, 1973. This long delay in firming up staff allocations hampered in many ways the implementation of OSC's Program, and got our second program year off to a bad start.



Travel

Another problem area was that which involved travel funds. A budget modification was submitted on December 31, 1973 requesting additional funds for travel. Approval of this request was not received until June 20, 1974, six working days before the end of the OSC/OMBE Program on June 30, 1974. There were many follow-up requests made with regards to this amendment; and the resulting mix-up in communication seriously effected the implementation of OSC/OMBE goals for the Program.

OMBE's new guidelines for prior approval for in-state travel constituted yet another problem area. This directive created a positive hardship in our attempts to implement our goals and in our operational effectiveness. OSC submitted a letter on January 14, 1974 requesting an exemption within a 200 mile radius. Approval of this request was not received until May 22, 1974. See attached letters from Marian Diggs dated January 14, 1974 and from Ray Romero dated May 22, 1974.

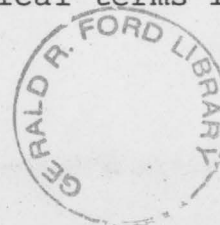
Morale

OSC-OMBE service demands have grown while our staff has been cut back. We are expected, however, to perform at the same level as before, creating a situation which truly effects the delivery of services to OSC/OMBE clientele.

Bearing the brunt of a budget cut has many negative ramifications. The staff suffers personally in the face of runaway inflation and the high cost of living. They also suffer professionally in the sense of greatly increased operation overhead costs.

A morale problem is becoming more and more manifest. OSC has lost experienced personnel to other organizations and the recruitment of qualified, professional replacements has been inhibited not only because comparable organizations can offer more in terms of salaries, but other OMBE funded agencies as well.

The staff of OSC has risen to the occasion with an increase in an already heavy commitment to the idea and goals of OSC and OMBE. In practical terms it



means working harder and longer with less and for less.

We feel there is a disparity in the thinking of budget directors at the Regional level and those of us in the field. In order to provide the full range of services in the OSC/OMBE program a more equitable review of our budget is mandatory and necessary in order to continue with an effective operational program.

E. Accomplishments - Inter-cooperation

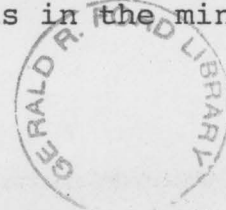
Cooperative Arrangements with OMBE assisted projects and other agencies.

Operation Second Chance has continued to work closely with, conduct liaison, and coordinate activities with OMBE assisted projects and other organizations and agencies during the past quarter.

At the OMBE Regional and local levels, Operation Second Chance had meetings with and/or discussed program goals with the following individuals: Mr. Ray Romero, Mr. Yosef Patel, Mr. Berry Becker, Mrs. Marian Diggs, Mr. Powell McDaniels, Mr. Don Newcombe, Mr. Ken Matzkin, and staff members of the Regional Audits Department, Contract Procurement Department, and client Data Procurement Department.

With OMBE assisted projects at the State of California level, Operation Second Chance met with the following; National Association of Minority Contractors; Payne and Maxey, Gaston Booker, Consultants; California Association of Business Development Organizations. In the Northern California area, OSC participated in meetings, workshops, and seminars involving the following:

- Business opportunity strategies for minority businesses.
- Improving BDO delivery systems for clients including loans, technical assistance and government and private contracts.
- Improving participation of private industry and governmental institutions in the minority enterprise program.



During the quarter and past year Operation Second Chance met with the following OMBE assisted projects concerning meetings, conferences and workshops.

IMPAC
NEDA
NEMA
ICBO
MINORITY CPA ASSOCIATION
TELACU
MECLA

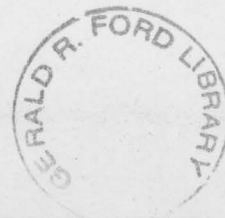
Operation Second Chance met with national OMBE contractors, affiliates, and programs during the year concerning the following:

- Foreign and domestic trade programs, minority manufacturing companies, training programs and evaluation of minority businesses and employees.

In addition, OSC met with representatives of One America, including Mrs. Elaine Jenkins and Messrs. Charles and Russel Brown.

Other federal organizations Operation Second Chance met and worked closely with during the quarter included: Congressman Pettis' staff and field representative Mr. Bob Boyd; Congressman George Brown; Economic Development Administration, Washington, D. C., Mr. Mort Baill, Mr. Louis Phillips, Mr. Len Douglas, Regional Economic Development Administration, Mr. Mark Smith, Mr. John Spivey, and Mr. Wilfred Marshall; Health Education and Welfare, Dr. Richard Hobson, Secretary Norman Houston, Dr. Paul Lawrence, Mr. George Revelle, Mr. Robert Chacon, Mr. Fred Choiffi, Mr. Pat Patterson; Small Business Administration, Mr. Gil Montano, Regional Director, Los Angeles Directors, Mr. Ed Jenks and Mr. Stewart Rollins; loan officers and other SBA staff; U. S. Department of Labor, Assistant Regional Director, Carolyn Golden, and Mr. Don Manderter.

Other State of California organizations Operation Second Chance met with and/or discussed programs included the following: Members of the governor's



staff; members of the State Assembly Inter-Council of Governmental Affairs, most specifically Mr. Fred Ricci; State Department of Education Special Assistants, including Mr. Jerry Cummings, Mr. Russell Tibbits, Chuck Chapman, Lee Stahlings, Scott Burton, Bless Griffith, and Collier McDermon.

County level organizations OSC met or worked with during the quarter and throughout the year included the county government; Board of Supervisors, San Bernardino and Riverside Counties; San Bernardino Chairman, Board of Supervisors, Mrs. Nancy Smith; County Economic Development Department; County Planning Department; County Probation's various departments; Judges, San Bernardino County; County Administration Department. Representatives of Operation Second Chance staff continued to serve on the following committees or with the following organizations during the quarter and through the year: County Overall Economic Development Committee; City Overall Economic Development Committee; San Bernardino Municipal Water Board; Regional CAMPS Committee; West Side Action Group; Mt. Vernon Dependency Prevention Commission, Office of Economic Opportunity Executive Committee; Summer Employment Special Task Force NAACP Presidents and Executive Board; San Bernardino Drug Abuse Program; Advisory Committee, San Hidalgo Institute; Area Manpower Planning Committee.

During the past quarter OSC continued a strong and working relationship with local community organizations, institutions, private individuals, in participating in our volunteer consultants service program, exchanging of ideas and information, joint venture programs, and feasibility studies.

To accomplish this, OSC was associated with the following individuals or organizations: Dean Fred Raoch, San Bernardino State College; Dr. Tom Woodson, Harvey Mudd College; Dr. Mack Gilkerson, Harvey Mudd College; San Bernardino Valley College; San Bernardino Unified School District; Louis Smith, Operation Boot Strap, Los Angeles; Rev. Jesse Boyd, Operation Push, Los Angeles; Junius Griffin, Motown Recording Company; John F. Griffith Company; TRW Systems; Avalon NYC Community Center; Watts Labor Community Action Committee, Los Angeles; Southern



California Edison Company; General Telephone Company; Chamber of Commerce, San Bernardino and Riverside; Presbyterian Church District; District Council Methodist Church; Truman Jacques; NBC: CBS; Channel 6; Cable TV; San Bernardino American Newspaper; El Chicano Newspaper; Precinct Reporter Newspaper; University of Redlands; Ted Nicolay; Attorney Norman Hanover; Minority Contractors Association; Attorney Richard Beswick; United Steel Workers Civil Rights Division; Rohr Aircraft; Mrs. Marjorie Henry, Regional Office NAACP; Mayor W. R. Holcomb and City of San Bernardino staff; San Bernardino City Councilmen; Har-Mar Advertising Agency; Junius Griffin Associates.

Specialized Program Development.

1. Specialized Conference or Workshops

Representatives of the Operation Second Chance staff attended these special conferences or workshops during the quarter:

Ad Hoc Committee on Minority Business Development (sponsored by various aerospace corporations)

Special Task Force Meeting on Minority Consulting Firms.

Regional NAACP

Regional NAACP Conference

Regional CAMPS & Manpower Training Meetings

Federal Regional Council Meeting

Environmental Protection Agency Hearings

Meeting of Counties on Economic Development

American Bankers Association

GSA Procurement Conference, Sponsored by Congressmen Pettis, Veysey, and Brown

American Institute of Certified Public Accountants

1973 Annual National Business League Conference



ICBO Annual Board Retreat

Bank of America Small Business Resource Seminar

2. Staff Development Workshops

Operation Second Chance held two staff development workshops during the quarter discussing goals and objectives for the 1973 - 1974 Minority Enterprise Program including:

Strengthening OSC's delivery system

Additional services available for Minority Business Enterprise Program on a state, county, and local level.

New in-depth program of Management follow-up and technical assistance for OSC clients.

3. Special Task Forces and Assignments During the Quarter

During the quarter members of Operation Second Chance's staff participated in or served as a member of a special task force created by the Regional Office of the NAACP to help develop a scope of work for the California Senate Rule's Committee for legislative review of state, county and city government contracting procedures to determine opportunities available for minority consultants and contractors.

Operation Second Chance served as a liason for the City of San Bernardino to help develop an overall economic development plan, Operation San Bernardino.

From available Economic Development Administration funds OSC developed a special study which is being conducted by the Engineering Clinic and representatives of Harvey Mudd College and by OSC Staff. This study is to develop a retention program for existing industry and to identify potential land use for industry within the area with an associated profile.



Operation Second Chance serves on the Regional CAMPS; Committee to develop and approve the overall 1974-1975 Manpower Training Program Plan for the Counties of San Bernardino, Riverside, Indio, Mono and Imperial, State of California.

F. Relationships with Financial Institutions

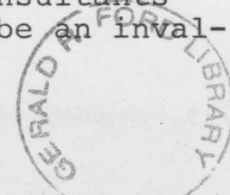
Operation Second Chance's relationship with financial institutions, various private financing sources and government agencies, has continued to improve and expand during the this quarter and this program year. OSC has continuously worked for more extensive bank participation in the minority business enterprise program. Our success can be partly measured by (1) the fact that OSC obtained a \$25,000. loan from Bank of America without the SBA Guarantee being requested and (2) the approval of \$1,020,425. loan by five sources of financing; three private, the bank and SBA joining together to make the loan.

Although success can be measured there still is a need for OSC to continue to work harder for more bank and private participation in Minority Business Enterprises.

G. Volunteer Consultant to LBDO

OSC can take great pride in its volunteer consultant program mainly due to the overwhelming cooperation extended to this organization by the local professional community. Attorneys, Analysts, Consultants, Accountants, and many others joined in OSC's effort to better improve our clients expertise in various fields of endeavor.

The banking institutions have made a significant contribution, in the form of seminars, business advice, loan packaging, and other forms of technical assistance. In addition to the call contractor service provided through OSC where an actual consultant firm is utilized at no cost to the small business, to assess the business from various technical aspects, volunteer consultants have been and will continue to be an invaluable asset to the program.

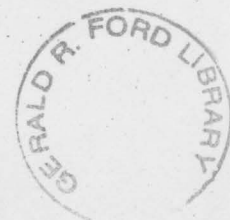


H. SBA Loan Package Review

The majority of loan packages produced by OSC are eventually reviewed by the Small Business Administration (SBA), so that SBA holds the position of making decisions of loan applications. Therefore it is essential for LBDOs to have close contact with SBA. A request for assistance to establish this communication line was sent to Mr. Jenks, Director of SBA, Los Angeles Office and beginning December 6, 1973, one of the SBA loan officers, Mrs. Mercedes Martinez was scheduled to visit our office on every other Thursday.

At these bi-weekly meetings, OSC personnel are now able to discuss the prospective loan proposals with Ms. Martinez, and to receive valuable advice at an early stage in the loan packaging process. Also the meeting provided an opportunity for OSC staff to keep up with the current activities at SBA which might effect our work such as availability of direct loan funds, etc.

In short, this communication line provides access to the knowledge and expertise of SBA to our door step. The usefulness of the meetings was well proven in the visits made by Ms. Martinez. There is no doubt that this new arrangement with SBA will enhance our efficiency in serving our community as an LBDO.



FISCAL YEAR	PLAN FOR	1972/1973	1st-2nd-3rd QTR.	April 1, 1974. thru June 30, 74	TOTALS 2nd Program Year	GRAND
PROJECT CATEGORIES	ONE YEAR	ACTUAL	ACTUAL	ACTUAL	ACTUAL	TOTALS
TOTAL CLIENTS (Office Contacts)	-----	864	751	573	1324	2170
MS/TA CLIENTS	-----	403	435	147	582	985
LOAN PACKAGES DEVELOPED	52	105	56	15	74	179
DOLLAR AMOUNT	-----	\$7,891,846.	\$2,998,075.	\$1,129,350.	\$4,127,425.	\$12,019,271.
LOAN PACKAGES SUBMITTED	-----	113	66	22	88	201
DOLLAR AMOUNT	-----	\$8,172,346.	\$3,710,775	\$1,129,350.	\$4,919,625.	\$13,075,271.
LOANS APPROVED	-----	33	20	8	28	61
DOLLAR AMOUNT	-----	\$2,237,100.	\$2,170,566.	\$ 474,800.	\$2,170.566.	\$ 4,407,666.
PROCUREMENT CONTRACTS	10	Ø	1	Ø	1	1
CONTRACT DOLLAR AMOUNT	-----	Ø	\$ 15,000.	Ø	\$ 15,000.	\$ 15,000.
NEW BUSINESSES	-----	8	3	3	6	14
BUY OUTS	-----	7	9	1	10	17
EXPANSIONS	-----	18	8	4	12	30

NOTES: (1) Total Clients (Office Contacts) does not include outreach, follow-up or seminar contacts.
(2) MS/TA includes; accounting, marketing, insurance, legal, management, site selection, business evaluation, inventory control, promotion, and planning.
(3) Includes re-submittals
(4) One new business withdrawn after approval
(5) Two did not complete buy-out after approval.

PERFORMANCE MEASURED ORGANIZATIONAL SUMMARY

Figure 1

SECTION II



NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
Presidential Libraries Withdrawal Sheet

WITHDRAWAL ID 013034

REASON FOR WITHDRAWAL Donor restriction

TYPE OF MATERIAL List

DESCRIPTION Business Loan Packages Submitted to
Financial Institutions

CREATION DATE 07/1974?

COLLECTION/SERIES/FOLDER ID . 031500140

COLLECTION TITLE STANLEY S. SCOTT PAPERS (WH Public
Liaison Office - Minority Affairs)

BOX NUMBER 16

FOLDER TITLE Operation Second Chance, 1974

DATE WITHDRAWN 06/08/2001

WITHDRAWING ARCHIVIST WHM

SECTION III

3. Contract Procurement

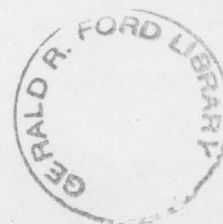
OSC commitment to the area of Contract Procurement continues at a high level. However, this area is also our most frustrating. We are constantly participating in workshops, seminars and meetings to advance procurement opportunities. In addition, meetings have been held with various Federal, State and local Government as well as private industry and business procurement people on behalf of our clients.

To date our only success has been the linking together of Fashion World Dress Shop in San Bernardino with Shindana Toy Company of Los Angeles, both of which are minority owned businesses. The original contract to assist in the manufacture of Rodney Allen Rippy dolls was expanded to include additional items and has been forecast to exceed \$15,000.

OSC, this quarter, invited Mr. Sal Ayala, Procurement Specialist, IMPAC, to conduct a review for the OSC staff of Procurement operations. Mr. Ayala's presentation was most informative and beneficial to the staff. Procurement opportunities are now being received from Norton AFB, California State Procurement, and from private enterprise.

Upon receipt of the procurement opportunities, they are reviewed by staff and matched with OSC clients. The clients in turn are contacted and the bid forms either mailed or picked up by the client.

This quarter OSC staff met with Mr. James Busby, of TRW Systems, on loan to the Minority Business Opportunity Committee, concerning procurement contracts. OSC staff and Mr. Busby evaluated client capabilities through information sheets as well as on-site visits. These clients will be listed in a book which will be supplied to all governmental procurement agencies and all major government contractors.



SECTION IV



A. MANAGEMENT SERVICE/TECHNICAL ASSISTANCE AND FOLLOW-UP

Operation Second Chance has since the OMBE reorganization, placed a greater emphasis on Management Services and Technical Assistance. This assistance has involved accounting, marketing, insurance, legal, management, site selection, business security, business evaluation, inventory control, promotion and planning.

OSC has also continued its Follow-up Program with 18 on-site visits this quarter. These on-site reviews of businesses allow OSC to remain in close contact with the client, providing for a more efficient delivery of services.

Management Services and Technical assistance provided during this past year totaled 582.

Those provided this quarter totaled 147 and included the following:

Provided 14 MS/TA accounted for by CDR Form C.

Conducted 18 business follow-up on site evaluations.

Provided other technical assistance to nine (9) clients.

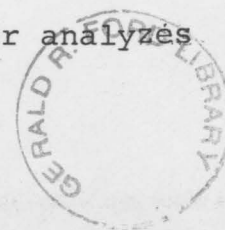
Conducted three seminar/workshop training sessions which were attended by 106 persons.

As the effects of a depressed and uncertain economy and increasing costs continue the rise, the demand for technical assistance and management services provided by this office has steadily increased over the past year. OSC foresees that the need for these services will continue to grow.

B. Seminar/Workshops Conducted

OSC contracted to provide eight seminars. Eleven seminars, however, were conducted during the past fiscal year, including three seminars in the fourth quarter.

- Contract work with major corporations
- Consumer behavior
- Processing a loan package & How a banker analyzes financial data
- Retailing & Marketing
- Business & Management Evaluation
- Advertising
- Bankers Workshop



- SBA Loan Program
- OSC/OMBE Program
- Tax Problems of Small Businesses
- Preventing Theft & Burglary

The following are the seminars held during the fourth quarter:

1. "Tax Problems of Small Businesses"

Date of Seminar: April 11, 1974

Location: Operation Second Chance, Inc.
1653 North Mount Vernon Ave.
San Bernardino, CA

Speaker: Mr. Dennis Broberg, Federal Internal Revenue Service

Remarks: Mr. Broberg explained circular E; Employer's Tax Guide; Supplemental Wage payments & Tips, Taxable Wages, payroll periods, Federal unemployment taxes, Quarterly Federal Tax Return, and Income Tax Withholding.

2. "O.S.C. & OMBE"

Date of Seminar: April 18, 1974

Location: San Bernardino Valley College
701 South Mt. Vernon
San Bernardino, CA

Seminar Speakers: Mr. Wesley Jefferson
Mr. Peter L. Bowers
O.S.C. Staff

Remarks: Mr. Peter L. Bowers explained the origins and purpose of O.S.C. & OMBE. Mr. Wesley Jefferson explained the business aspects of O.S.C.: loan packaging, bank institutions and SBA involvement, procurement contracts, how to secure loans, the private entrepreneur, corporations, marketing, public relations, client relationship, etc.

3. "Preventing Theft & Burglary"

Date of Seminar: May 23, 1974

Location: Operation Second Chance, Inc.
1653 North Mt. Vernon Avenue
San Bernardino, CA

Seminar Speakers: Orville Mosely, Sargent San Bernardino Police Department

Remarks: Speaker explained how to guard against vandalism, keeping business as secure, and how to report a burglary or robbery.



C. Seminars/Workshops Attended

Operation Second Staff Personal, during the past year.
Attended meetings, workshops, and seminars.

Operation Second Chance Staff Development Work Shop-
Santa Monica.

Minority Certified Public Account Association
Los Angeles.

American Institution of Certified Public Accountant
San Francisco and Pomona.

OMBE Regional Reorganization Meeting
Los Angeles.

Mecla Meeting
Los Angeles.

Black Economic Union Filming Meeting
Los Angeles.

Governors Workshop
Los Angeles.

State Senate Hearing on State of California Small
Business Administration
Sacramento.

Task Force Meeting
State Senator Dills, Sacramento
State Senator Roberti- Los Angeles
Senate Bill- 1816, Sacramento
Minority Procurement and Minority Consultants, Oakland.

State Vocational Education Meetings
Los Angeles, Oakland, Sacramento, San Diego.

State Budget Hearing Meeting on Minority Vendors
and Consultants, Sacramento.

Small Business Administration Procurement Congressman
Vic Vessey, Riverside.

Small Business Administration Policy and Procurement
Congressman Yvonne Braithewaite Burke, Los Angeles.

Ad Hoc Committee on Minority Business Development
Los Angeles.

American Bankers Association
San Francisco.



Hud Fair Housing Conference
Los Angeles.

Business Development Office- Directors Meetings
Los Angeles.

Bank of America- SBA Workshops
Los Angeles.

OMBE Regional Office
San Francisco.

Minority Business Education Seminar, HEW, Dr. Hopkins
Los Angeles.

OMBE Local Office
Los Angeles.

OMBE CDR- Reporters/Workshop
Los Angeles.

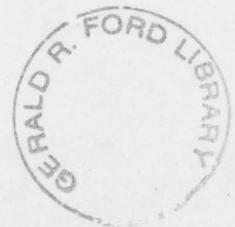
Economic Development Administration Meetings
Los Angeles.

Harvey Mudd Engineering College Workshops
Claremont.

Ontario City Council Meetings
Ontario.

Manpower Area Planning Council
Riverside, Palm Springs, Alta Loma, San Bernardino.

CBO Staff Retreat
Santa Monica.



D. Case Studies

PAUL MONTANO PEREA
Villa Ballroom

On June 17, 1974 Mr. Paul Montano Perea visited Operation Second Chance at the request of the Small Business Administration. Mr. Perea had an SBA business loan application prepared by Mr. John Orsini, Vice-President, of the Economic Development Council for the City of San Bernardino. He stated that the package had been submitted to SBA and that they had called telling him some forms were missing. They informed him that he could obtain the necessary forms from Operation Second Chance.

Mr. Henry Clay of SBA was contacted. It was learned that Mr. Perea's business loan package had been submitted without SBA forms. Mr. Clay stated that throughout the proposal reference was made to Operation Second Chance feasibility studies and statistical data. Therefore, he assumed that the proposal had been prepared by OSC.

Mr. Clay was informed that OSC had not been so involved; OSC did agree to transfer the necessary information onto SBA Loan Application forms.

Mr. Clay also mentioned another problem. The proposal was for a Cocktail Ballroom, New Venture, and that it was submitted for funding under the Defense Adjustment Program.

Mr. Wesley Jefferson informed Mr. Perea of the new developments. Mr. Perea indicated that he was unaware that the proposal had been submitted under the Defense Adjustment Program. Moreover, he said that he would take the application to SBA himself in order to make the necessary corrections.

The SBA forms were completed and given to Mr. Perea.



MR. RONALD JOE ROWENS
Rowens School of Karate

On May 7, 1974 Mr. Ronald Joe Rowens came to the OSC office seeking technical assistance in starting a Karate School. During his interview, Mr. Rowens stated that he had been teaching Karate for several years in different cities, parks and apartment recreation centers. During these years he had acquired many students and followers from San Bernardino, Riverside and Los Angeles Counties. With this group of students he wanted to open a School of Karate to be located in the Ontario area. However he had no idea of what it would require to begin this new business venture. Mr. Rowens also stated that he had \$400. to invest in the business and all he needed was an additional \$1600. to begin business.

OSC called the Ontario Chamber of Commerce in order to identify empty buildings in the commercial area of Ontario which were in his price range of \$150 to \$200. per month. The Chamber of Commerce recommended three or four locations which would meet Mr. Rowens' requirements. OSC then called the City of Ontario License Department to find out what license would be needed. A call was made to Mr. Rowens' insurance man to find out insurance cost and cost pro-rated per student, which should be carried by a business venture of this nature. A record system was established in order to control the financial aspects of the business. Mr. Rowens, already having had students, knew the price per student he could charge. With this information, Mr. Rowens went out and obtained quotes on the equipment necessary to run a school; ie. kick bag, mats, and hand bags.

After securing this information, Mr. Rowens asked if we could get an SBA loan for him. Mr. Rowens was advised to seek a signature loan from his bank, since banks normally do not make business loans which are this small. OSC contacted Mr. Larry Boyes of Bank of America, Ontario Branch on June 21, 1974, concerning this business. A prospectus of this proposal was sent to Mr. Boyes specifying that Mr. Rowens needed \$2000 of which he would invest \$400. making an actual loan of \$1600. necessary. Mr. Boyes asked that a credit check be made on Mr. Rowens. The Bank of America, Ontario Branch currently has this loan under advisement.





SECTION V

5. OUTREACH AND INFORMATION

Operation Second Chance's Information/Outreach Officer has continued to procure and disseminate OMBE, SBA, Bank of America, Operation Second Chance and other business related literature to the interested public and business community.

Each reporting quarter, literally hundreds of persons visited or call our Local Business Development Office, only seeking answers to general questions. Sometimes these questions can be answered by a pamphlet, booklet, or specific business management and technical aids, or a brief statement.

At this point, literature is important to them because they can regulate the consumption of it and direct their efforts toward the fulfillment of their business ideas into a workable possibility at the own pace.

These individuals are considered under the OMBE program as inquiries and not recorded as clients. However, many of these persons return to OSC and become business clients.

The Business Resource Library has been utilized extensively by many of our clients and this library will continually be up-dated and expanded to meet the ever changing and increasing demands of the community business needs.

Other outreach methods which have been utilized by OSC staff involve presentations to with resulting referrals from; banking, public and private institutions, educational military, service organizations, Kiwanis and Rotary clubs, church organizations, community and business groups, and Chambers of Commerce. Additionally mailings are used and OSC, OMBE and SBA literature and brochures are placed in various institutions and agencies.

Television Talk Shows, Public Service Announcements, Press Releases on radio and in news articles are also utilized to develop and reach out to clients. Most important is satisfied client referral.





SPECIAL PROJECTS

- A. In providing management Follow-up services to small businessmen, Operation Second Chance LBDO has developed a Business Evaluation System to be utilized by OMBE LBDO Organizations in the Operation of Business Evaluation Systems.

The purpose of this system is to provide an approach by which OMBE LBDO's can evaluate businesses which have been assisted through its loan packaging process. It should be noted that the orientation of this system is directed toward evaluating business performance on a regular basis. The primary responsibility for this evaluation will rest within the LBDO. The system utilizes the performance inputs of various small businesses in order to evaluate their overall status. Performance evaluation is concerned with activity levels, resulting products and associated budgets.

In summary, the Business Evaluation System should be oriented toward satisfying the following major goals:

- The system should be established to be responsive to the evaluation needs of individual businesses.
- Provision should be made in the system for the distribution of information and analysis to decision-makers at appropriate points in time in order to assist them in making resource allocation decisions.
- The system established should represent an interactive process in which regular monitoring and evaluation of businesses can take place in terms of cost, schedules and performance.
- The system should be structured to permit agencies, responsible for carrying out management assistance programs, to periodically realign their management assistance in response to business evaluations.

In addition to being responsive to the above system goals, the Business Evaluation System must be responsive to certain operational requirements. Satisfaction of the following requirements not only contributes to the attainment of the broadly based system goals, but also contributes to the effectiveness of the system and the acceptability of system outputs:

- An active business and financial institution participation element must be incorporated into the system to assist in the evaluation of businesses.
- The system should be intergrated with and incorporate as fully as possible, LBDO management expertise.



- The evaluation process should be utilized as the base for performing business component level assessments and evaluations.
- The evaluation system should incorporate techniques for assessment and display of the schedule and cost status of various businesses. In this respect, the system must be linked with the operations of the Business Management Center.
- Periodic reviews should be held for the purpose of assessing both the LBDO programs and performance of businesses. Such reviews should involve businessmen, financial institutes, and LBDO staff.
- The evaluation system should be flexible enough to permit evaluation based upon both quantitative measures and qualitative assessments of businesses.
- The evaluation system is designed as a process through which business performance may be assessed on a regular basis. The purpose of these assessments is to identify the need for redirection and/or reprogramming of businesses.

B. Bankers Advisory Committee

This fiscal year OSC was able to create the nucleus for a Banker's Advisory Committee. This has been a project upon which OSC LBDO staff has long worked. The committee will provide a vehicle through which an exchange of information can occur between OSC and lending institutions. This committee and its members will become thoroughly informed with regard to OSC services and techniques. In turn, they will carry back this information to all member banks. They will also be able to provide OSC with inputs as to changes in policies and procedures of the member banks.

The further development of this close working relationship with lending institutions can only enhance the output of OSC OMBE services.

C. Freeway Impact Study

This ongoing study has its purpose the determination of community implications of a new segment of California State Route 30 (Foothill Freeway) upon the area in north-west San Bernardino. It is intended, further, to suggest means for mitigating unfavorable impact characteristics of the new freeway, and to suggest various land-use alternatives for the community.

Initial data have been collected, rudimentary conceptual



models have been devised, and sets of critical questions have been prepared. The answers to these questions should enable the formulation of viable land-use plans and feasible alternatives for changing some of the more unfavorable aspects of the expanded freeway network.

The Foothill Freeway is ten (10) years away from construction. Planning has been completed and the land purchased and cleared. The true impact of its construction is still in the future and will become more evident as time passes. The problem, therefore, has been to find some means of analysis which would yield useful information and which would enable some initial conclusions to be drawn.

D. Independent Study

Operation Second Chance's LBDO has been involved with the University of Redlands Business Department in an independent study program concerning business evaluations and follow-ups. The initial effort in this program was conducted by a Business Economics student from the University of Redlands.

This study was conducted in January 1974 and extended through the first week of February; and involved identifying potential minority businessmen and women and conducting follow-up interviews with Business Development Officers and established clientele.

Some of the recommendations that resulted from this study were as follows:

- Spot checks be conducted within the interval of the regular six month business survey period.
- Development of a complete business evaluation system.

E. Operation Second Chance School of Opportunities

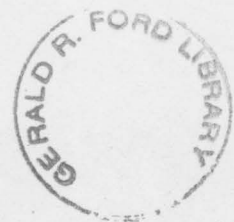
OSC School of Opportunities has, since its inception, graduated and placed 80 students from its school. The School of Opportunities was organized to create positive social and economic changes through the accomplishment of the following goals:

- Development of individuals as responsible participants in the main stream of a productive society.
- Providing an educational program relevant to individuals who have not related to the established educational system.
- Developing individuals who can provide leadership in

community.

- Establishing an education - vocation - training school within the community with input from community residents.
- Uplifting the economy and minority businesses of the community through employment.
- Providing minority enterprise with trained personnel.

The placement of the OSC School of Opportunities has been among the highest in the state with a placement rate of 83%.



SECTION VII



VII. LETTERS OF SUPPORT & NEWS ARTICLES

Following are letters supporters of Operation Second Chance's efforts as a business development office during the fourth quarter of its program year.



DISTRICT OFFICE ADDRESS
486 WEST 5TH STREET
SAN BERNARDINO, CALIFORNIA 92401
(714) 884-3185



STATE SENATOR
RUBEN S. AYALA
TWENTIETH SENATORIAL DISTRICT

WATER RESOURCES
LOCAL GOVERNMENT
NATURAL RESOURCES AND
WILDLIFE, VICE CHAIRMAN
REVENUE AND TAXATION
JOINT COMMITTEES
EDUCATIONAL GOALS
AND EVALUATION
SUBCOMMITTEES
CIVIL DISORDER

California State Senate

June 27, 1974

Mr. Ken Hobbs
Assistant Information and Outreach Officer
Operation Second Chance, Inc.
1653 North Mount Vernon Avenue
San Bernardino, California 92411

Dear Mr. Hobbs:

Thank you for your letter of June 12.

Since approximately 7,500 items have been introduced so far in this Legislative Session, it is not possible for my staff to do the research required to furnish you with the materials you request. Therefore, I am sending you a copy of the Legislative Index which lists by subject matter all the items that are being considered. If you will send us a list of the bills, etc. that are of particular interest to you, we will be more than pleased to send you copies. Please list them by bill number, resolution number, etc.

Sincerely,

RUBEN S. AYALA
Senator, 20th District

RSA/rp
enclosure

*We are mailing the Index under
separate cover.*
R





OPERATION SECOND CHANCE, INC.

Technical Assistance Office
1653 North Mount Vernon Avenue
San Bernardino, California 92411
Phone (714) 884-8764

June 19, 1974

Mr. M.C. Sykes
1740 W. 151st Street
Compton, CA 90220

Dear Mr. Sykes,

We are greatly appreciative of the fact that you watched us on television and that you thought enough of our presentation to contact us. With deep regrets Compton is not in our service area. Our service area only includes San Bernardino and Riverside Counties and the City of Pomona.

Enclosed is a list of the agencies such as our's that service Compton. I am sure that anyone of these agencies will be willing to assist you.

We do have a confidentiality clause at Operation Second Chance, Inc. that prohibits us from disbursing of any information regarding you and/or your business concern.

Again let me say thank you, and we regret the fact that we are unable to give you more assistance. We sincerely wish you the greatest of success.

Sincerely yours,

Peter L. Bowers
Information & Outreach Officer

PLB:db

Enclosure



June 16, 1974

Operation Second Chance
Fransis Grice, Director
1653 N. Mt. Vernon Ave.
San Bernardino, CA

Dear Mrs. Grice:

I am writing you concerning a large business project that I am working on. What interest me to write you was your discussion that you had on a program for television sponsored by CBS.

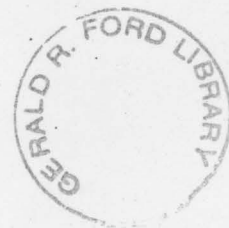
You discussed ways you have helped other companies get started, and help those who are failing in their businesses to build back up. Since you have given people their second chance, I am asking that you give me my first.

Along with this letter I am sending a summary of my business project. If you are interested in my project, will you please set up an appointment for me so that I can tell you everything about my project that isn't in my summary. If you would like to phone me concerning my project, you can phone me between 5:30 am and 2:30 pm. Appointments on weekday mornings or on Saturdays are best for me, which ever is convenient for you. I hope to hear from you soon, I hope that God bless you and your bussiness.

Yours truly,

M.C. Sykes

MS/ds



May 30, 1974

Mayor W. R. Holcomb
Mayor's Office
300 N. D Street
San Bernardino, CA 92401

Dear Mayor Holcomb:

You have among your constituents a group of persons who have initiated an exemplary program to provide intensive training and placement for persons who are commonly referred to as disadvantaged.

I have reference to Mrs. Frances Grice, Mr. Wesley Jefferson and the people who run Operation Second Chance.

I have had the opportunity to visit this outstanding program. We in Sacramento have been inspired to move toward a similar activity.

This program provides evidence that it is possible to make a significant difference in the lives of people. It is possible to help so called disadvantaged persons rehabilitate themselves.

I am fully supportive of Second Chance. I do hope we can look forward to this very successful program continuing.

Sincerely Yours,

Virna M. Canson

VMC:hs

bcc: Mrs. Frances Grice
Director
Operation Second Chance





"COMMITTED TO ACTION TO CATALYZE VOCATIONAL EDUCATION"



CALIFORNIA ADVISORY COUNCIL ON VOCATIONAL EDUCATION AND TECHNICAL TRAINING

1500 5TH ST. SACRAMENTO, CALIFORNIA 95814

PHONE: (916) 445-0698

ROBERT B. LAWRENCE

Chairman, Galt

JOHN C. HEDLUND

Vice-Chairman
Glendale

Ralph April
Los Angeles

Melvin L. Barlow
Los Angeles

Truman Berg
Sacramento

James R. Blackwood
Red Bluff

Daniel R. Brown
Red Bluff

Virna M. Canson
Sacramento

Richard M. Clowes
Los Angeles

Charles E. Edwards
Los Angeles

Eileen C. Flynn
Long Beach

James Gray
Long Beach

Bill Greene
Los Angeles

Arlen Gregorio
San Mateo

Benjamin Hargrave
San Francisco

Harry A. Harrison, Jr.
Menlo Park

Louis Kaufman
Los Angeles

Herbert L. Martin
Bakersfield

Marlin T. McKeever
Corona Del Mar

Allison J. McNay
San Carlos

Robert P. Millislagle
Santa Cruz

Charles W. Neff
Santa Ana

Eleanor D. Nettle
San Mateo

Joseph Perez
Concord

David Risling
Davis

Erwin S. Skadron
San Bernardino

James B. Tharp
Vallejo

Glenn H. Warren
Fresno

Robert E. Washington
San Diego

F. Parker Wilber
La Canada

THOMAS M. BOGETICH
Executive Director

ANTHONY J. PITALE
Associate Director

May 30, 1974

Mrs. Frances Grice
Director
Operation Second Chance, Inc.
1653 No. Mt. Vernon Avenue
San Bernardino, CA 92405

Dear Mrs. Grice:

On behalf of the California Advisory Council on Vocational Education, thank you for your presentation at the public hearing held on May 15th in San Diego.

Your remarks are most helpful to the Council as it evaluates the effectiveness of the vocational education delivery system in California. The information gathered at the hearing will be used by the Council to determine and influence such improvements as those suggested by you and the other people in the field.

We are developing a report of the proceedings with a summary and analysis of the issues presented at the four hearings. If you would like a copy, please contact this office.

Again, thank you for sharing your time and concerns with the Council.

Sincerely,


Robert B. Lawrence
Chairman



CITY OF SAN BERNARDINO

300 NORTH "D" STREET, SAN BERNARDINO, CALIFORNIA 92418



W. R. "BOB" HOLCOMB
Mayor

OFFICE OF THE MAYOR

May 24, 1974

Frances Grice,
1653 N. Mt. Vernon
San Bernardino, Ca. 92410

Dear Frances:

Thank you very much for your excellent letter of support to the Economic Development Administration.

We are also asking the Office of Economic Opportunity (OEO) to provide assistance to Project San Bernardino and will be submitting the Project San Bernardino application to them as soon as possible. Again, the first step in obtaining their cooperation is to have the Project San Bernardino area designated a Special Impact Area under O.E.O.

The Office of Economic Opportunity will be looking at the impact that local economic setbacks have had on the disadvantaged sections of our community. The loss and reduction of major employers have contributed to a weakened local economy resulting in a serious impact on our economically disadvantaged citizens. Unemployment in San Bernardino's low income area is over 10%! In addition, the 16,000 low income families have median family incomes of only \$6,800 with over 20% receiving public assistance.

For this reason, we are requesting an O.E.O. Special Impact Designation for the Project San Bernardino area. Your letter of support will again be very important. These letters should stress the impact that local economic setbacks have had upon the economically disadvantaged sections of our community as the above statistics dramatically point out and as most of us are well aware from being concerned about our community. Your letter should again point out that a cooperative team effort by the public and private sector has been developed through the San Bernardino Economic Development Council to make a turn around in these conditions.

Please address your letter to:

Mr. Alvin J. Arnett, Director
Office of Economic Opportunity
1200 Nineteenth Street, N.W.
Washington, D.C. 20506

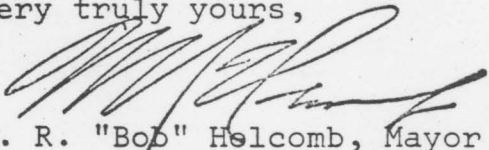


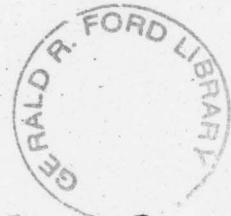
THE LIVING CITY ON THE MOVE

Page 2
Mayor Holcomb

You need not address an envelope to Mr. Arnett as these letters will be included with the application. I would appreciate it very much if you could please return them to my office by next Monday, June 3. Thank you very much for your cooperation in this important effort.

Very truly yours,


W. R. "Bob" Holcomb, Mayor



PHONE: (714) 985-4201

L. R. Rezac & Co.



IMPORT • EXPORT

1235 NO. 13TH AVE.
UPLAND, CA 91786 U.S.A.

Operation Second Chance
1653 No. Mt. Vernon Ave.
San Bernardino, CA.

May 15, 1974

Gentlemen:

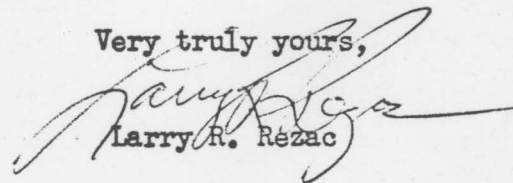
I just got through reading an article about your organization in the financial section of our Daily Report newspaper. It was very interesting.

As you can see I am trying to get into the Import & Export business. I have done a few things with Imports but on a very small scale. I have just invested a couple of thousand dollars in my latest product. I would like to ask you a few things regarding business.

Can you give me information on how to obtain loans and other ideas pertaining to operating a small business. Especially a home type. Any information you can give me regarding laws, loans, bookkeeping, or rather where to find this information would be greatly appreciated.

Thank you for your cooperation.

Very truly yours,


Larry R. Rezac



THE WHITE HOUSE
WASHINGTON

May 3, 1974

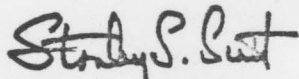
Dear Mr. Grice:

The President has asked me to respond to your letter and enclosure of April 19.

We share with you your justifiable pride in the success of Operation Second Chance. Minority Business Development has the full support of this Administration.

You have our best wishes for continued success.

Sincerely,



Stanley S. Scott
Special Assistant
to the President

Mr. Frances J. Grice
Executive Director
Operation Second Chance, Inc.
1653 North Mount Vernon Avenue
San Bernardino, California 92411



CALIFORNIA LEGISLATURE

5TH FLOOR BUILDING
SACRAMENTO, CA. 95814
916/322-3960

SENATE SELECT COMMITTEE
ON
SMALL BUSINESS ENTERPRISES

DAVID A. ROBERTI
CHAIRMAN

April 10, 1974

Mrs. Frances J. Grice
Executive Director
Technical Assistance Office
1653 No. Mount Vernon Avenue
San Bernardino, Ca 92405

Dear Mrs. Grice:

I would like to bring you up to date on the activities of the Small Business Enterprises Committee since last we heard from you.

Enclosed is some material that has been developed as a result of the hearings we held throughout California. Additionally, you will note the progress of our legislative program. We would be happy to have your assessment of it.

May we add your name to our Advisory Committee? Your comments and suggestions have been very helpful and we would hope to continue hearing from you.

Sincerely,

David A. Roberti

DAVID A. ROBERTI

DAR:lt

Enclosures



LEGISLATIVE ADDRESSES
ROOM 4081, STATE CAPITOL
SACRAMENTO, CALIFORNIA 95814
(916) 445-6868

DISTRICT OFFICE ADDRESS
486 WEST 5TH STREET
SAN BERNARDINO, CALIFORNIA 92401
(714) 884-3165

STATE SENATOR
RUBEN S. AYALA
TWENTIETH SENATORIAL DISTRICT

COMMITTEES
AGRICULTURE AND
WATER RESOURCES
LOCAL GOVERNMENT
NATURAL RESOURCES AND
WILDLIFE
REVENUE AND TAXATION



California State Senate

April 26, 1974

President Pfau, Dean
Cal-State San Bernardino
5500 State College Parkway
San Bernardino, CA

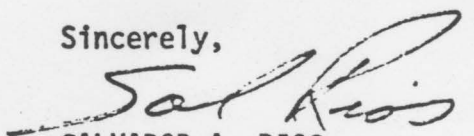
Dear President Pfau:

I am writing to you to express my personal strong support and recommendation on the Operation Second Chance, Minority High School Student Educational Work Program, which is annually hosted by Cal State San Bernardino during the summer months.

Not only do I have a sufficient knowledge of the Operation Second Chance Program, but I consider myself fortunate to have played a direct part of the 1970 summer program, serving as a Counselor to twenty-two minority students. The experience afforded to these minority students in a dual work/education oriented program is enormous. The opportunity to combine educational subjects in a college environment with active employment both on and off campus with financial earnings, exposes high school minority students to a positive experience that is often a shaping force in their lives. The impact on those students having the opportunity to have been participants in the Operation Second Chance program is best reflected by their current status in our community. Many are now working in both County and City government while others have enrolled in the three colleges in our area; San Bernardino Valley College, Cal-State San Bernardino and University of Riverside, while others are actively employed in a variety of fields.

I would like to add my name to the ever growing list of supporters of the "Minority High School Student Educational Work Program" created and directed by Operation Second Chance.

Sincerely,


SALVADOR A. RIOS
Field Representative
to Senator Ruben S. Ayala

cc: Operation Second Chance ✓

SAR:lo





Norris P. Gregory, Jr.
Councilman, Sixth Ward

April 4, 1974

Ms. Frances Grice, Director
Operation Second Chance
1653 North Mt. Vernon Ave.
San Bernardino, CA 92411

Dear Frances:

Thank you for your attendance and comments at the meeting which I called on Wednesday.

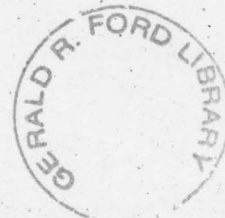
There is much credibility in your physical presence, when matters related to the San Bernardino Westside community are presented for discussion.

We will continue to pursue resolution of the problem which was presented.

Sincerely,

NORRIS GREGORY, JR.
Councilman, Sixth Ward

NG:ej



Just Natural

KNXT, 6121 SUNSET BLVD., LOS ANGELES 90028

March 20, 1974

"OPERATION SECOND CHANCE" TO BE DISCUSSED ON "JUST NATURAL" MAR. 31

Operation Second Chance, an economic development organization, will be discussed on "Just Natural" on Sunday, March 31, (4:30 to 5:00 PM) on KNXT, Channel 2.

(Editors, please note: This episode of "Just Natural" was scheduled for Saturday, March 9, but was not broadcast.)

Host Truman Jacques will welcome OSC's Frances J. Grice, executive director, Hiroshi Mizuno, marketing specialist, and the controller and business development officer D. Wesley Jefferson, to discuss the San Bernardino organization.

In another segment Truman will interview singer-actress Freda Payne, who will comment on the problems of successful blacks finding comparable mates.

Truman will also welcome San Bernardino publisher Samuel Martin Jr., who will talk about the role of a small town black publication and the news it presents and the position of black leadership in America today.

"Just Natural" is produced by Victor M. Webb, with Warren Turner as associate producer.



Just Natural 2

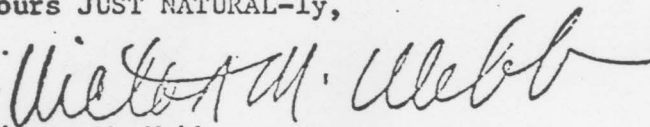
KNXT, 6121 SUNSET BLVD., LOS ANGELES 90028

Dear Frances:

This is to thank you for your appearance on my
JUST NATURAL program with Truman Jacques.

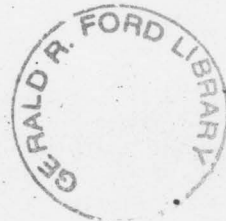
That program will air on Saturday, March 9, 1974
at 4:30PM, here on Channel 2. Hope you can tune
in!

Yours JUST NATURAL-ly,


Victor M. Webb
Producer

Ms. Frances J. Grice
Executive Director
Operation Second Chance, Inc.
1653 North Mt. Vernon Avenue
San Bernardino, California 92405

February 27, 1974



March 27, 1974

Mr. Benton L. Blakely
Operation Second Chance
1653 N. Mount Vernon
San Bernardino, Calif. 92411

Dear Mr. Blakely:

I'm writing this letter on behalf of myself Joe E. Martinez and my family.

I would like at this time to give my thanks to you and the rest of the people working with "Operation Second Chance", because without the endless help by them and especially you Larry, I don't know where I would be at this time.

With your help I'm able to keep my business going at this time, I'm sure that all of you realize that business is slow, especially in my line of work which is Retreading Tires.

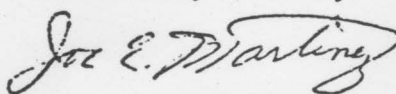
I also want you to know that I'm not by any means trying to take advantage of the S.B.A. Loan Program. I'm only asking what I think is reasonable for me to continue my operation.

God willing some day I will be in the position to help someone else that will be in need of either advise, encouragement, and maybe even financial help.

I hope the other men or women that are thinking of going into business for themselves will take advantage of all the help and advice that is given from the people at Second Chance. I hope to keep the friendly relations with your group as your group has given me.

Again thanks for all you have done.

Sincerely yours,



Joe E. Martinez
Joe E. Martinez and Sons



Curci-Turner Company

717 Lido Park Drive • Newport Beach, California • Phone: (714) 673-1060 • Mailing Address: Box 1457, Newport Beach, Calif. 92663

March 8, 1974

Mr. Marshall Julian, City Administrator
City of San Bernardino
P. O. Box 1312
San Bernardino, California 92418

Re: Central City Mall Security
Communications/Surveillance Systems

Dear Marshall:

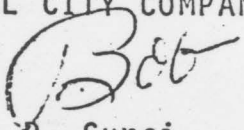
Frances Grice of Operation Second Chance introduced Mr. E. L. Wilson, Sales Manager of Communatronix, to Dan Donahue of our company. He is a distributor for communication and surveillance systems from Upland.

Mr. Wilson was most enthusiastic about the capabilities of a surveillance television security system that could be an efficient and economical method of providing security for the mall parking garages -- both 3 and 5 level.

It is our understanding that Communatronix is a minority-owned company and that Operation Second Chance is trying to assist them. Central City Company would like to urge your consideration in reviewing the applicability of their systems as they may relate to the Mall. I am enclosing Mr. Wilson's business card along with brochures.

Very truly yours,

CENTRAL CITY COMPANY


Robert D. Curci

RDC:eg

Enclosures

cc: Mayor W. R. Holcomb
Frances Grice





March 6, 1974

Mrs. Frances Grice
Executive Director
Operation Second Chance
Technical Assistance Center
1653 North Mount Vernon Avenue
San Bernardino, California 92405

Dear Frances:

We wish to invite you and your representatives to attend an "Information Sharing" workshop on "Procurement Opportunities for Small Businesses" on Saturday, March 16, 1974, from 9:00 a.m. to 1:00 p.m., at:

Interracial Council for Business Opportunity
4801 South Vermont Avenue
Los Angeles, California

This workshop is designed for business development organization representatives to acquaint them with new procurement regulations of the State of California, and will facilitate the assistance rendered to their clients in their attempts to secure contracts from the State. This is a beginning of several other gatherings that will be scheduled and is to be centered around the workshop concept to allow maximum amount of "Information Sharing" to those attending.

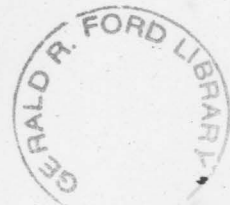
Enclosed, herewith, you will find the program agenda. We are looking forward to your participation. If you have any questions, please do not hesitate to contact me at (916) 322-3420.

Sincerely,

Glenda

GLEND A. G. HIM
Manager
Education and Training
California O.M.B.E.

Enclosure



THE WHITE HOUSE
WASHINGTON

February 6, 1974

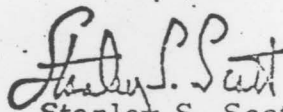
Dear Mrs. Grice:

The President has asked me to respond to your recent submission of your quarterly report.

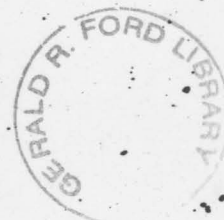
Thank you for taking the time to advise us of your accomplishments and we appreciate your support of this Administration's interest in promoting minority business opportunities.

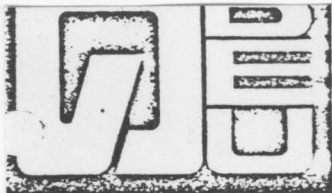
With every good wish,

Sincerely,


Stanley S. Scott
Special Assistant
to the President

Mrs. Frances J. Grice
Operation Second Chance
Local Business Development Office
1653 North Mount Vernon Avenue
San Bernardino, California 92411





PRODUCE/ACHIEVE/PROSPER

BLACK ECONOMIC UNION

ECONOMIC POWER • STABILITY • HOPE REGIONAL OFFICE / 8421 South Vermont / Los Angeles, California 90044 / 213-778-4360

February 5, 1974

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~~XXXXXX~~

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~~XXXXXXXXXXXX~~

~~XXXXXXXXXXXX~~

Al Lister

Barbara McNair

~~XXXXXXXXXX~~

William (Bill) Russell

Earl Woods

Mrs. Frances J. Grice
Operation Second Chance
1653 N. Mt. Vernon Avenue
San Bernardino, Calif. 92405

Dear Mrs. Grice:

On behalf of the total Black Economic Union staff and the production crew, we would like to extend to you and your organization our sincere appreciation for your role in "Dimension '73."

At a later date we will contact you for a private showing.

Again, our sincere thanks.

Respectfully,

Earnest Thomas
Executive Vice-President

ET:mdd



"YOUR FULL SERVICE NATIONAL ECONOMIC DEVELOPMENT ORGANIZATION"
(FORMERLY N.E.C.U.)

JERRY L. PETTIS
CALIFORNIA

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202/225-5861

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House of Representatives
Washington, D.C. 20515

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SAN BERNARDINO, CALIFORNIA 92408
714/884-8818

BARSTOW, CALIFORNIA 92311
714/256-4913

114 F INDIAN HILL BOULEVARD
CLAREMONT, CALIFORNIA 91711
714/624-5091

January 23, 1974

Mrs. Frances J. Grice
Executive Director
Operation Second Chance, Inc.
1653 North Mt. Vernon Avenue
San Bernardino, California 92405

Dear Frances:

It certainly is a good way to start the New Year by receiving a copy of the Operation Second Chance second quarterly report on 1973 activities. As you know, I have always found the work done by your organizations to be of the highest quality. With all the red tape there is, not to mention the frequently confusing regulations, for citizens applying for a Small Business Administration loan, I have had no qualms referring people to Operation Second Chance for help.

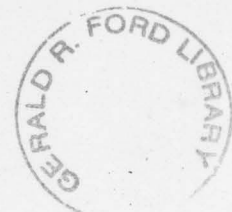
Please extend my warm greetings to the employees and trainees of Operation Second Chance.

With best regards,

Cordially,

Jerry L. Pettis
Member of Congress

JLP:rkb



January 18, 1974

Mr. O.R. Marshall
2828 Whispering Lakes Lanes
Ontario, California 91761

Dear Ray:

I was sorry to have missed you during my recent visit to the Pomona Valley Chapter meeting, but I did discuss with Les Bingham the National Socio-Economic Program. He outlined to me the feeling of the chapter over the past four years, but frankly I feel that perhaps there is an opportunity for the chapter to get involved on a high level program.

When I was in San Bernardino, I met with Bob Hodges who heads up management services for Operation Second Chance, a local Business Development Organization. Hodges has developed a program whereby any of the small businessmen who receive loan packaging assistance from this group will meet on a quarterly basis with a representative of the Business Development Organization, the local bank who gave them the loan, the SBA who guaranteed the loan and, hopefully, a volunteer from the National Association of Accountants Socio-Economic Program who will serve as a financial management counselor. Hodges mentioned that this program had been submitted to the parent group who have indicated this program may be adopted on a national level.

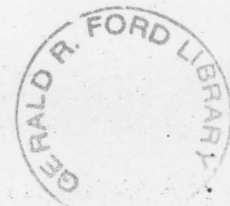
Should you be interested in investigating this further, you might wish to contact Bob Hodges at Operation Second Chance, 1653 North Mount Vernon Avenue, San Bernardino, California 92405. The phone number there is 714/884-8764. I think it would be a call well made because it will give the Business Development Organization a feeling that we do have an interest in their activities.

Certainly, if there is anything I can do to be of assistance, please contact me.

Sincerely,

Herb
Herbert P. Tinning, Reg. Coord.

DETROIT
Annual International
Conference, June 23-26
74



CITY OF SAN BERNARDINO

300 NORTH "D" STREET, SAN BERNARDINO, CALIFORNIA 92418



W. R. "BOB" HOLCOMB
Mayor

January 3, 1974

OFFICE OF THE MAYOR

Mr. Wesley Jefferson
1653 North Mt. Vernon Avenue
San Bernardino, California 92410

Dear Mr. Jefferson:

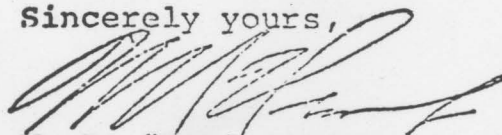
I wish to congratulate and extend my appreciation to you for accepting membership on the San Bernardino Economic Development Council. As you know, the 21-member corporation has been established to carry out an economic improvement program for the community. Your active participation will enhance the program's success.

A period of time and energy has gone into preparing the groundwork for your efforts. Convening the Council will be the next important step toward achieving our goal of economic improvement for 1976. It is essential that we chart the course that lies ahead. Our first meeting will be held on Monday, January 14, 1974, from 7:30 to 9 a.m., (Continental breakfast will be served) in the California Room of the Convention Center.

I hope you will place priority upon the "Project San Bernardino" effort, which is important to the economy of our community. I look forward to participating with you in this endeavor.

Enclosed please find a list of the 21 members of the San Bernardino Economic Development Council.

Sincerely yours,


W. R. "BOB" HOLCOMB, MAYOR

WRH:rk



THE LIVING CITY ON THE MOVE

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GOVERNMENTAL ORGANIZATION

ROOM 5050, STATE CAPITOL
SACRAMENTO, CALIFORNIA 95814
TELEPHONE: 445-1193

RALPH C. DILLS
CHAIRMAN

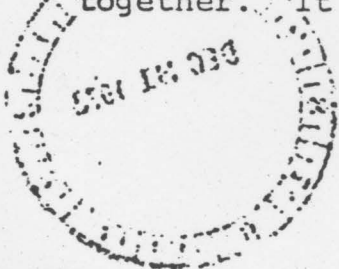
December 21, 1973

MEMO TO: Minority Consulting Firms
FROM: Senator Ralph C. Dills, Chairman
Senate Committee on Governmental Organization
RE: SENATE RESOLUTION 34 (Petrus)

Senate Resolution 34, authored by Senator Petrus, confronts the problem of minority consulting firms and the impediments related to their procuring state contracts. Legislation related to minority consulting, for a variety of reasons, takes a protracted period to become law. However, in the interim, the principals involved, minority consulting firms and department heads with authority to let state contracts, should interface.

The benefits from such an exchange are mutual. The minority consulting firms have an opportunity to optimize business, and the state has an opportunity to expand the pool of talent from which they draw.

Accordingly, you are invited to attend a meeting beginning at 11:00 a.m. in Room 6024 of the State Capitol, on January 9, 1973, with department heads. There will be a no-host luncheon at 1:00 p.m. This meeting is a conduit through which the mutual interests of minority consulting firms and the state can meaningfully flow together. It is our hope that you will attend.



WEST COAST REGION, NAACP, LEGISLATIVE OFFICE
1025 Ninth Street Room 221
Sacramento, California 95814
916 444-9230

December, 1973

Dear Friends:

I am pleased to send you a copy of the notes from our meeting in Oakland, October 26, 1973.

There is some real good news: The Senate G. O. Committee has agreed to convene a meeting where key persons from state agencies will meet with consultants and other interested parties.

The date is January 9, 1974. The place will be the State Capitol Building, Sacramento, California, Room - to be announced.

You will soon receive an official invitation from Senator Ralph Dills, who is the Chairman of the Senate Governmental Organization Committee.

Please set this important date aside.

I've enclosed two sheets of our beautiful 1973 Freedom Seals. I trust you will use them on all your holiday mail. Your contribution for the seals will help carry on our National program and this legislative program.

Best wishes for Happy Holidays.

Sincerely,

Virna
Virna M. Canson

VMC:poc

Enclosures



County Civic Building
157 West Fifth Street
San Bernardino, California 92415

Telephone: (714) 383-2761

STANFORD D. HERLICK
County Counsel

M. CRANE KITCHEL
Assistant County Counsel

SAN BERNARDINO



SAN BERNARDINO, CALIFORNIA

December 13, 1973

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Alan K. Marks
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Leonard D. Brinley
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Dean N. Zabriskie
Deputy County Counsel

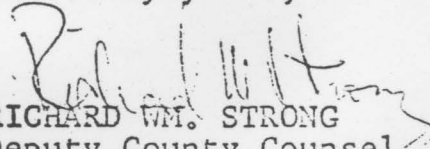
Mrs. Frances J. Grice
Executive Director
Operation Second Chance
1653 North Mt. Vernon Avenue
San Bernardino, California

Dear Director Grice:

Thank you for the Appreciation Award your organization recently conferred upon me. It is truly gratifying to know that my humble efforts have been recognized.

Please extend to your board of directors my sincere appreciation.

Sincerely yours,


RICHARD WM. STRONG
Deputy County Counsel

RWS:tev



American Biographical Institute

205 WEST MARTIN STREET
POST OFFICE BOX 226
RALEIGH, NORTH CAROLINA 27602

November 27, 1973

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Head, Space Exploration Systems
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Medical Director

Mrs. Francis Grice
1653 N. Mt Vernon
San Bernardino, Cal

Dear Mrs. Grice:

Mr. Douglas M. Trenner has highly recommended you for nomination to appear in the 1973-74 Edition of Community Leaders and Noteworthy Americans. Acting upon this recommendation, our Editorial Board requests that you complete the enclosed form so that your biographical data may be included in this year's edition. The Board members consider you to be among the "people worth knowing" from throughout America.

You are to be commended for the honor and recognition. Personalities selected for this publication are citizens whose background, service, and past achievements are worthy of note by others.

Congratulations on your selection for biographical inclusion in the Seventh Edition, Community Leaders and Noteworthy Americans. To insure your inclusion, complete the enclosed form and return it promptly. You may also wish to take advantage of the special prepublication price available to biographees and reserve your personal copy of the volume at this time.

Please let us hear from you today.

Yours respectfully,

K. B. Newton

K. B. Newton
Editor

KBN: pmc

Enclosures





NATIONAL BUSINESS LEAGUE

FOUNDED IN 1900 by BOOKER T. WASHINGTON

November 7, 1973

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Dear Ms. Grice:

Please accept our sincere thanks and appreciation for your attendance and participation in the recent 73rd Annual NBL Convention in Chicago. Your cooperative spirit, genuine interest and presence contributed greatly to possibly the most successful of all NBL Conventions.

We shall keep you informed of the on-going developments in the restructuring of NBL. We look forward to your continued support, inputs and suggestions. We also hope to see you in Atlanta at next year's convention.

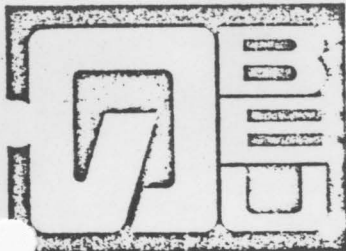
Cordially,

Berkeley G. Burrell

Berkeley G. Burrell,
President

Frances J. Grice
25860 Roca #2
San Bernardino, Calif. 92404





PRODUCE/ACHIEVE/PROSPER

BLACK ECONOMIC UNION

ECONOMIC POWER • STABILITY • HOPE REGIONAL OFFICE / 8421 South Vermont / Los Angeles, California 90044 / 213-778-4360

October 30, 1973

~~James (Jim) Brown~~
President

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Executive Vice-President

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Mrs. Frances J. Grice

Director

Operation Second Chance

1653 N. Mt. Vernon Avenue

San Bernardino, Calif. 92405

Dear Mrs. Grice:

This letter is to thank you for your cooperation to date in the making of the OMBE film on minority enterprise in Los Angeles. We are now approximately halfway through the photography on the film.

This letter is to establish *THURSDAY*, November *8TH*, at 10 o'clock as the time of the shooting of the BDO executive directors in conference. The place will be at the ICBO Offices. It will be best to limit the representatives to only one from each BDO. The situation will consist of an introduction on the part of each executive director about his particular BDO and operations; and will open up to a full discussion of the current operations of the BDO's, their past, present and their future outlook. In addition to this session, there will be still photography and motion picture cameras that will shoot the exterior and interior of each BDO Office and its staff at work.

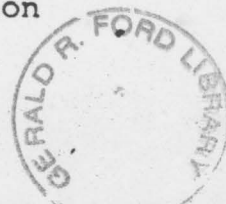
I look forward to seeing you on that date.

Sincerely,

Spencer Jourdain

Spencer Jourdain
Black Economic Union

SJ:mdd



VICTOR V. VEYSEY

CALIFORNIA

COMMITTEE:
APPROPRIATIONS

SUBCOMMITTEES:
INTERIOR
DISTRICT OF COLUMBIA

43D DISTRICT
RIVERSIDE, IMPERIAL AND SAN DIEGO COUNTIES

Congress of the United States
House of Representatives
Washington, D.C. 20515

WASHINGTON, D.C. 20515
TELEPHONE: (202) 225-2305

DISTRICT OFFICES:
4075 MAIN STREET, SUITE 275
RIVERSIDE, CALIFORNIA 92502
TELEPHONE: (714) 682-9233

202 E STREET, SUITE D
BRAWLEY, CALIFORNIA 92227
TELEPHONE: (714) 344-3033

October 30, 1973

Operation Second Chance Inc.
1653 N. Mt. Vernon Avenue
San Bernardino, California 92405

Gentlemen:

I was most grateful for your participation in the Department of Commerce Business Conference sponsored recently by me and Congressmen Pettis and Brown. Because of your interest and that of the many other business firms and government agencies which took part, it was a big success. I have already heard from some who have hopes of increased business as a result and I am sure that prime contractors who contributed their efforts will have a larger potential supply source.

Plans are already in process for another conference next year, and I will see that you get an invitation.

I send my kindest regards.

Sincerely yours,

Victor V. Veysey
Victor V. Veysey
Member of Congress

VVV:bge



CITY OF SAN BERNARDINO

300 NORTH "D" STREET, SAN BERNARDINO, CALIFORNIA 92418

W. R. "BOB" HOLCOMB
Mayor



OFFICE OF THE MAYOR

October 8, 1973

Mrs. Frances Grice
Executive Director
Operation Second Chance
1653 North Mt. Vernon Avenue
San Bernardino, California 92410

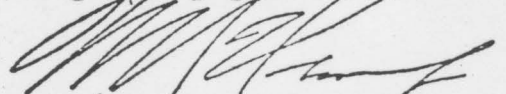
Dear Frances:

As you know, a major concern for the City of San Bernardino is the need to expand payrolls and job opportunities in the community. As a means of approaching this need, we have established a non-profit corporation for economic development. A key element in this corporation will be the participation of community organizations and agencies.

I am writing to request your presence at a dinner meeting this Thursday, October 11, to assist in the formation of the San Bernardino Economic Development Council. I will be looking forward to seeing you in the California Room of the City Hall Convention Center located at 303 North "E" Street. Parking is available in the garage immediately south of City Hall -- you may use the "D" St., entrance to the garage. Cocktail hour will be from 6 - 7 p.m.; dinner will follow.

Please RSVP to 383-5133 and let us know if you plan to attend this important dinner meeting.

Very truly yours,


W.R. "Bob" Holcomb, Mayor

WH:rk



THE LIVING CITY ON THE MOVE



NATIONAL ASSOCIATION FOR THE ADVANCEMENT OF COLORED PEOPLE

SEVENTEEN NINETY BROADWAY •

NEW YORK, N. Y. 10019 • 212-245-2100

Please direct reply to:

Leonard Carter, Director
Region I

995 Market Street
16th Floor
San Francisco, Calif. 94103
415-YU 6-6992

September 21, 1973

Mrs. Frances Grice
Operations Second Chance
1653 N. Mount Vernon
San Bernadino, Ca. 92408

Dear Mrs. Grice:

I want to convey to you the thanks and appreciation of the Western Region NAACP for your participation in our Regional Conference at Asilomar, September 14-16, 1973.

The conference has been acclaimed a success, and you have made this possible.

We are deeply grateful.

Sincerely yours,

Leonard H. Carter
Leonard H. Carter
Regional Director

LHC:bv



DEPARTMENT OF PARKS AND RECREATION

P.O. BOX 2390
SACRAMENTO 95811

September 11, 1973

Mrs. Frances Grice, Director
Operation Second Chance
1653 No. Mount Vernon Avenue
San Bernardino, California 92410

Dear Mrs. Grice:

In order to provide more opportunity for minorities to participate in the awarding of concession contracts, your organization has been added to the mailing list for receiving notices to bid on concessions within the State Park System.

Within the next few days, you will be receiving a notice regarding a charter fishing service at William R. Hearst Memorial State Beach and a concession facility consisting of a snack bar and souvenir shop in Hearst San Simeon State Historical Monument.

The Affirmative Action Section of the Department of Parks and Recreation will be glad to assist you in any way possible in your efforts to involve minority businessmen in this process. Please do not hesitate to contact our office: P. O. Box 2390, 1416 Ninth Street, Sacramento, California 95811, (916) 445-1052.

Sincerely,

Calvin W. McGee

Calvin W. McGee, Manager
Affirmative Action Section

N-1/1



Martin J. Logan

9-6-72

Dear "Lobby" and M's Grace

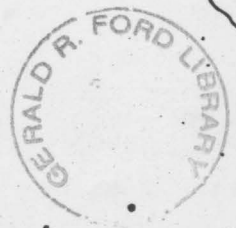
I am at a loss for words in adequately expressing my thanks and deep appreciation for the very nice letter. You were both most kind and thoughtful.

If I have been able to assist you in helping some of our small business owners and thereby assist you in attaining some of your objectives I am most happy.

Lobby, all of us will miss you. M's Grace please know that I am anxious to help all members of your staff at any time.

Again many thanks for your beautiful letter.

Love & Happiness
Martin J. Logan



By Senator Petris

SENATE RESOLUTION NO. 34

Relative to governmental contracting for consulting services.

WHEREAS, Various agencies, departments, bureaus, boards, and commissions within the state, as well as numerous local governmental entities, enter into a large number of contracts with private firms for consulting services; and

WHEREAS, Such contracts involve significant amounts of fees and volume of services, which could immeasurably enhance business opportunities for Blacks, Mexican Americans, and other minorities; and

WHEREAS, Methods of awarding such contracts are often discriminatory against consulting firms owned, managed or operated by persons from minority groups, whether or not competitive bidding is required; and

WHEREAS, The result of such discrimination is that very few contracts for consulting services to state and local governmental entities are being awarded to consulting firms owned, managed, or operated by persons from minority groups; now, therefore, be it



Resolved by the Senate of the State of California,

That the Senate Committee on Rules is hereby requested to assign to the appropriate committee for study the subject of contracting for consulting services by entities of the state and local government, with a special emphasis upon the problems faced by consulting firms which are owned, managed, or staffed by persons from minority groups; and be it further

Resolved, That such committee report its findings and recommendations to the Senate on the date specified by the Rules Committee upon assignment of this resolution.





NATIONAL ASSOCIATION FOR THE ADVANCEMENT OF COLORED PEOPLE

MRS. VIRNA M. CANSON
Legislative Advocate - Field Director
West Coast Region NAACP
Odd Fellows Building, Room 221
1025-9th Street
Sacramento, California 95814
(916) 444-9230

August 16, 1973

Dear *Francis,*

Senator Nicholas Petris has introduced Senate Resolution 34 at the request of NAACP. This is a resolution which will hopefully cause a critical examination of policy and procedure related to contracting by State and Local government. The specific goal is to point up the effect the present practices have on minorities and develop better methods. A copy of the resolution is attached.

You will be interested to know NAACP took this step following lengthy discussions with a group of Black consultants who came up in 1972 for our legislative reception and related meeting.

We need your assistance in developing the kind of broad support and strategy necessary to get the Senate Rules Committee to allocate funds and assign this measure to an appropriate committee for implementation.

Thus this APPEAL and INVITATION.

Will you please join me at lunch on Thursday, August 23rd, 12:00 noon. We will meet at the Sea Wolf Restaurant, Jack London Square for purposes of discussion and planning.

I regret I cannot extend this invitation without cost to you, but NAACP's lobbying operation in Sacramento is not among the well heeled ones. I trust this will not deter you from participating.

I look forward to seeing you.

DISTRIBUTION:

Alfreeda Abbott, Senator Petris Office
Don McCullom, Oakland Br. NAACP
Mayor Warren Widener
Dr. Norvell Smith, UC Berkeley
Jerry Cummings, State OMBE
Francis Grice, San Bernardino NAACP
Otha Green, PTA Corp.
Elijah Turner, FOCUS Cable TV
Erman Mason, Capitol City Management Group, Sacramento
Emma McFarland, Asst. City Manager, Menlo Park

Sincerely,

Virna
Virna

INFORMATION COPIES: Leonard H. Carter, Regional Director, NAACP
Senator Nicholas Petris





ATTACHED 14 04 33
OFFICE OF THE
BUSINESS DEVELOPMENT

OUTH CENTRAL IMPROVEMENT ACTION COUNCIL INCORPORATED

July 26, 1973

Mr. Wesley B. Jefferson
Business Development Specialist
Operation Second Chance, Inc.
1653 North Mt. Vernon Avenue
San Bernardino, California 92405

Dear Wes:

I want to thank you very much for the time and effort that you spent with me last Thursday. Your ideas about management and control, particularly regarding the CDR forms, were very helpful to me. I'm sure that you have many ideas that you did not express, and I am looking forward to seeing the written report that Mr. Wilson tells me you have offered to make. In the mean time, I see a number of improvements that we can make just based on our discussions last week.

Once again, thank you. I enjoyed meeting you, and look forward to seeing you again soon.

Very truly yours,

Stephen Pater
Business Packaging Officer

cc: Frances Grice, Exec. Director, OSC
cc: Louis Wilson, Exec. Director, IMPAC



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Los Angeles Sentinel
Bank of Finance

Golden State Mutual Life Insurance Company
Broadway Federal Savings & Loan Association
ANC Mothers, Anonymous
Parents Improvement Council
South Central Welfare Planning Council
Robert Roberson Accounting Agency

Xerox Computer Services
Metropolitan Gazette
Big Friends
L.A. Brotherhood Crusade
Central City Community Mental Health Center
Council of Community Clubs
Neighborhood Adult Participation Project



American Security Bank

250 NORTH "G" STREET • SAN BERNARDINO, CALIFORNIA 92410 • (714) 884-6471
MAILING ADDRESS: P.O. BOX 5367 • SAN BERNARDINO, CALIFORNIA 92408

July 16, 1973

Operation Second Chance, Inc.
Technical Assistance Division
1653 No. Mt. Vernon Avenue
San Bernardino, California 92405

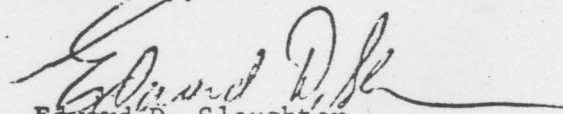
ATTENTION: Mr. Wesley Jefferson

Dear Mr. Jefferson:

Just a short note to say that a full year has gone by since we have opened our new bank. We just wanted you to know how much we have appreciated working with your group in the packaging of SBA Loan Applications. This is a service to the community and our customers that has no equal.

Keep up the good work and we look forward to our continued good relationship.

Sincerely,


Edward D. Slaughter
Vice President

EDS:rt



U
C

UNITED CALIFORNIA BANK

HIGHLAND & STERLING OFFICE • 2020 EAST HIGHLAND AVENUE • SAN BERNARDINO, CALIFORNIA • 714/862-6060
MAILING ADDRESS: BOX 3218 • SAN BERNARDINO, CALIFORNIA 92404

July 13, 1973

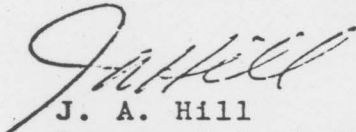
Mr. Wesley B. Jefferson
Operation 2nd Chance
1653 N. Mt. Vernon Ave.
San Bernardino, Ca.

Dear Wes:

I want to take this opportunity to express our thanks for the fine service you and your organization render. We have appreciated the depth and detail work that has been provided in connection with the SBA loans which have been requested.

Please do not hesitate to call me to discuss any future loan requests. We look forward to a continued relationship which will be beneficial to your organization, the community and the bank.

Yours truly,



J. A. Hill
Personal Bank Manager





BANK OF AMERICA

MT. VERNON-TRENTON BRANCH

July 10, 1973

**Mr. Wesley B. Jefferson
Operation Second Chance
1653 No. Mt Vernon Avenue
San Bernardino, California 92405**

Dear Wes:

It has been a pleasure working with you and your associates on SBA Loan packages this past year. The loan packaging you have done has been very instrumental in your clients securing loans.

I believe the quality of your packages is outstanding. As you know the preparation of these loan packages is a very long and time consuming job. I wouldn't have been able to handle the volume of loans without your fine help.

Again let me express my "thanks" for your fine effort. We look forward to serving you and your organization in the coming year.

**D. E. Asper
Manager**

js



JOHN SPARKMAN, ALA., CHAIRMAN
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ROBERT TAFT, JR., OHIO

BUDLEY L. O'NEAL, JR.
STAFF DIRECTOR AND GENERAL COUNSEL

United States Senate

COMMITTEE ON BANKING, HOUSING AND URBAN AFFAIRS
WASHINGTON, D.C. 20510

FEB 12 1973

February 2, 1973

The Honorable W. R. Holcomb
Mayor
City of San Bernardino
300 North "D" Street
San Bernardino, California 92418

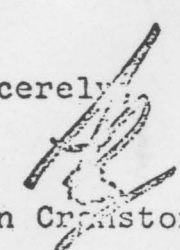
Dear Bob:

I was glad to get your letter praising the activities of the Office of Minority Business Enterprise. It sounds as though your city has benefitted from just the kind of assistance the OMBE program was designed to provide.

There is much talk at the present time, as you know, about cutting domestic programs. Clearly there is a need to carefully examine a great many federal government activities to determine whether they are in fact performing the functions they were intended for. But I intend to fight vigorously for the continuation of others which serve an essential purpose. Your comments about OMBE are most timely.

With best wishes.

Sincerely,

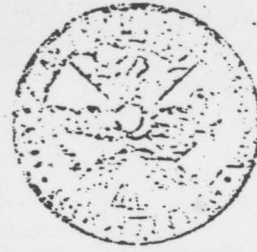

Alan Cranston



CITY OF SAN BERNARDINO

300 NORTH "D" STREET, SAN BERNARDINO, CALIFORNIA 92418

W. R. "BOB" HOLCOMB
Mayor



OFFICE OF THE MAYOR

February 22, 1973

Mrs. Frances Grice
Executive Director
Operation Second Chance
1653 North Mt. Vernon Avenue
San Bernardino, California 92405

Dear Frances:

Mayor Holcomb has requested that I send you the attached copy of a letter he has received from Senator Cranston regarding OMBE.

Sincerely,

(Mrs.) Rachel Krasney
Secretary to the Mayor

k
Attachment



THE LIVING CITY ON THE MOVE



U.S. DEPARTMENT OF COMMERCE
Office of the Secretary
Washington, D.C. 20230

DEC 27 1972

Honorable W. R. Holcomb
Mayor of San Bernardino
300 North D Street
San Bernardino, California 92418

Dear Mayor Holcomb:

President Nixon has asked that we respond to your letter expressing praise and support for the OMBE program. Needless to say, I am most appreciative of your interest in our program. It is particularly important for you, as Mayor of one of our growing American cities, to appreciate the importance and potential of the President's minority enterprise program and become involved in its progress. I'm sure, too, that the minority businessmen in your city and the local business development organizations, such as Operation Second Chance, are benefiting from the support you and your administration can give them.

Our plans for the next four years include continued and ever stronger assistance to the minority firms throughout the country. President Nixon is committed to bringing the minority entrepreneur into our mainstream economy. Progress toward this goal has already been made, and we expect much more in the coming years. We look to your continued support in this effort.

Sincerely,

John L. Jenkins
Director

Office of Minority Business Enterprise



SAN BERNARDINO AMERICAN NEWS

Thursday, May 3, 1973

Carrigan Speaks At Operation Second Chance Meeting



MR. CARRINGTON points to a managerial check list that he published for handout. "Managers should kindle enthusiasm in subordinates," he quoted.

SAN BERNARDINO — Operation Second Chance, under the direction of Mrs. Francis Grice conducted a management seminar, Thursday, April 26, 1973.

The seminar was held in the O.S.C. training room at

new employees. He also explained how to maximize employee production. "Generally, employees will not provide enthusiastic support when helping you build your thing, unless he sees that he can progress in some way."



BLACK WOMAN of - the - year



THE SELECTION OF MRS. FRANCES GRICE as black woman of the year should meet with universal acceptance. Regardless of one's approval or disapproval of her as a person



JERRY L. PETTIS
CALIFORNIA

WAYS AND MEANS
COMMITTEE

WASHINGTON OFFICE:
427 CANNON BUILDING
202/225-5861

Congress of the United States
House of Representatives
Washington, D.C. 20515

242 NORTH ARROWHEAD AVENUE, ROOM 1A
SAN BERNARDINO, CALIFORNIA 92408

714/284-8318
714/834-4311 EXT. 202

CIVIC CENTER
220 EAST MT. VIEW
BARSTOW, CALIFORNIA 92311
714/256-4913

209 EMMONS-WALK BUILDING
309 NORTH EUCLID
ONTARIO, CALIFORNIA 91761
714/984-5715

June 7, 1972

JUN 12 1972

Mrs. Frances Grice
Executive Director
Operation Second Chance, Inc.
1653 North Mount Vernon Avenue
San Bernardino, California, 92405

Dear Frances:

Thanks for writing to indicate the efforts of San Bernardino City in aiding small business enterprises of minority groups. Upon checking with the House Banking and Currency Committee, I was advised that the bills you mentioned are still pending before the Committee, but nothing has been scheduled for them as yet.

I agree with you that we must do all we can to bring our minority citizenry into the mainstream of American capitalism. Should this legislation be reported out by the Committee, you can be assured I shall keep your views in mind as I study the bill.

With best regards,

Cordially,

Jerry L. Pettis
Member of Congress

JLP/bk

P. S. I am looking forward to your visit on Tuesday.

JLP

Small businesses use second chance

If you are a small businessman, or want to be, Operation Second Chance (OSC) can be a good place to get help. That's how Joe Martinez of J. E. Martinez & Sons,

All-time asset high

Credit unions have good year

POMONA — California credit unions have recorded an all-time high of \$3.7 billion in assets according to the 1973 An-

small membership credit unions.

The number of credit unions that are affiliated with the



ED JENKS, second from right, Los Angeles district director, U.S. Small Business Administration, was formally introduced at a recent meeting of Operation Second Chance in San Bernardino, Calif., by the SBA's regional director, Gil Montano, San Francisco, second from left. Others speaking at the luncheon meeting of Second Chance, a minority enterprise business development agency, were, Wes Jefferson, far left, assistant director of Second Chance, master of ceremonies at the luncheon meeting; Rafael Vega, Los Angeles, third from left, secretary-treasurer of the National Economic Development Association, and Ed Negrete, far right, assistant to California Congressman Jerry Pettis. SBA photo

AID TO VETS

The U.S. Small Business Administration has opened up three new areas of financial help and management training to Vietnam-era veterans.

The new assistance, which will make it easier for veterans to start and maintain businesses, is in response to President Nixon's call for renewed commitment

armed forces anywhere in the world

Jenks Is LA Chief

Edward W. (Ed) Jenks became director of the Los Angeles district office of U.S. Small Business Administration in July.

He is responsible for SBA activities



OSC Sponsors Seminar For Local Business People

SAN BERNARDINO- Howard Kubota, business instructor and marketing coordinator at San Bernardino Valley College conducted a business development seminar by Operation

Responding to the question, Why advertise? Mr. Kubota explained that (1) advertising is the least expensive method of increasing sales as compared with salary rates for new employees. (2) It is necessary to

LIBRARY



HOWARD KUBOTA, workshop leader for Operation Second Chance, is pictured above (far left) stressing one of his major points, "Thinking small keeps one small."

Kubota is a business administration instructor and marketing coordinator at San Bernardino Valley College. (See story on page 8)

STEWART'S Photo



Bing's Cathay Inn is sold to Tang



By JOE BAKER
Sun-Telegram Business Editor

SAN BERNARDINO — Bing Wong, owner of Bing's Cathay Inn, said he has sold his 34-year-old restaurant business at 949 W. Highland Ave.

been under a doctor's care for over a year.

Wong opened his restaurant in 1940 on Highland Avenue between D and E streets, moving into the present greatly expanded location in January, 1955.

back into some other branch of the food service business in the future.

In one activity, however, he expects to remain as active as ever — the Bing Wong Scholarship Foundation, which he founded in 1962 with a goal

San Bernardino high schools at rate of \$1,000 to each qualifying graduate entering college to pursue studies in science, teaching or medicine, he said.

Financial need, scholastic standing.

PRECINCT REPORTER

Thurs., March

Operation Second Chance Holds

Operation Second Chance sponsored workshop and seminar last Thursday was

section of the minority business community. Special guest and lecturer was Mr.

Representative out of SBA's East Los Angeles office. Topics discussed were

tration Loan Program," Loan Procedure, Rules and Regulations."



Business Development Seminar

of her time explaining the working mechanism of SBA

moting bank participation in ventures for small business

keeps its staff up-to-date on new loan proposals.

was attended by over 90 concerned minority citizens who are support or future

AN EXTENDED QUESTION AND ANSWER PERIOD followed the conclusion of the lecture by SBA Field Representative Ms. Mercedes Martinez. The public workshop was held

at Operation Second Chance, 1653 N. Mt. Vernon Ave., San Bernardino.



MS. MERCEDES MARTINEZ, Field Representative for the Small Business Administration, was special guest and lecturer at last Thursday's Operation Second Chance sponsored seminar. Over 90 concerned minority participants were involved. Operation Second Chance Executive Director Ms.

Frances Grice said regular visits from SBA officials will be encouraged to keep her staff as well as concerned citizens informed and up-to-date on new SBA loan proposals and to promote local banking institutions involvement. (See story on page 5).



MARVIN W. REIMER
President

O. PAUL BALOSSO
*Vice President
Operations*

JAMES GEEHAN
Editor and Publisher

TED WARMBOLD
Managing Editor

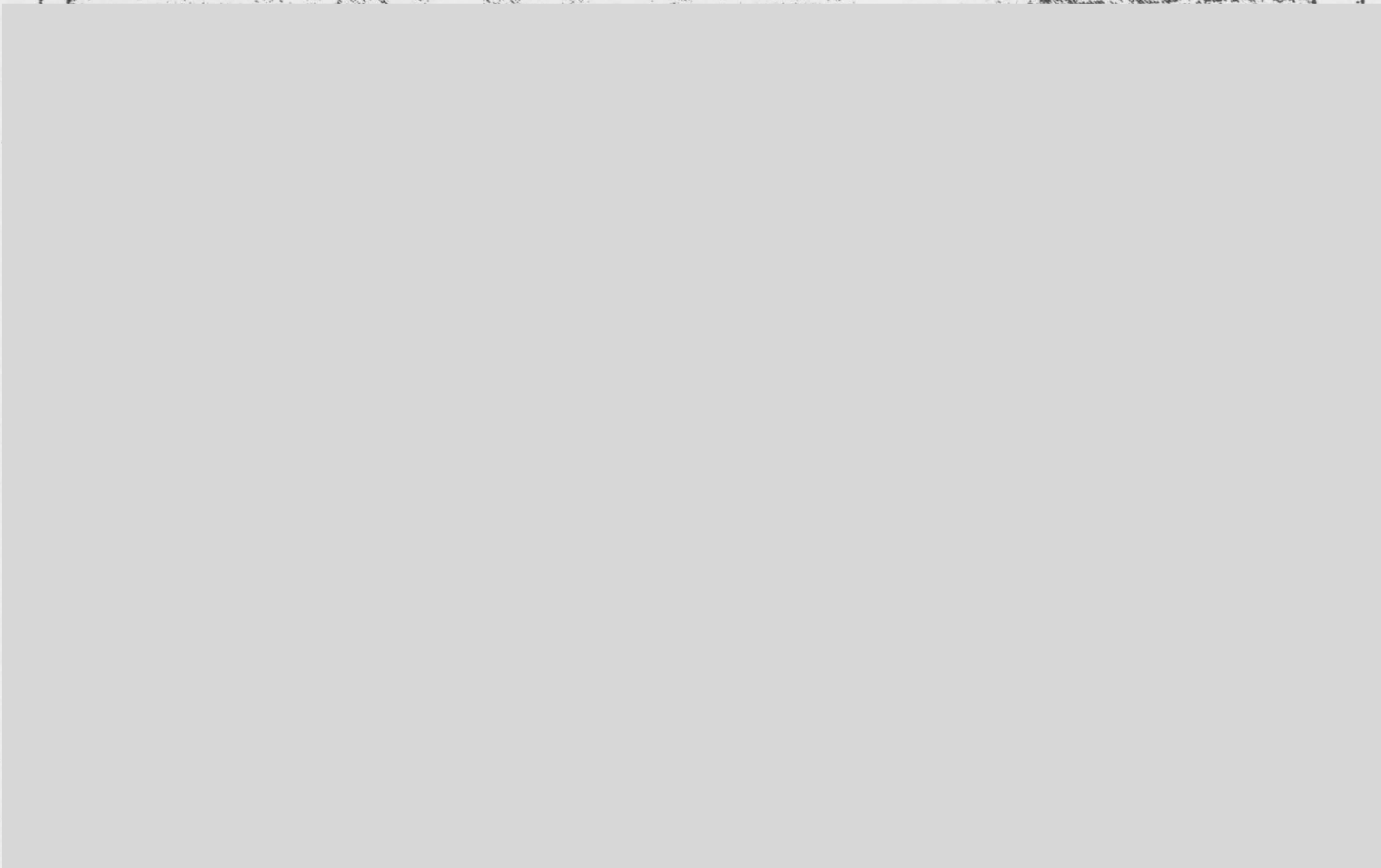
Friday, December 28, 1973

Not the best list to make

It it weren't for what was involved, the headline would have appeared cheery: "S.B. makes list of top crime cities." But that is nothing to cheer about.

Both Mayor W. R. Holcomb and Assistant Police Chief Warren Cocke described the statistics as misleading. They said unincorporated areas in and adjacent to the

not be healed except through a community effort to get at its causes and at least minimize them. Police cooperation is a natural corollary, but police can't do it all.



Sun-Telegram photo by Mickey Pfleger

Sonya Small checks her inventory at Central City Mall

More black dolls than white at special booth in mall

SAN BERNARDINO — The thing that makes the collection of dolls in the Central City Mall special is that the minority group, in this instance, is comprised of

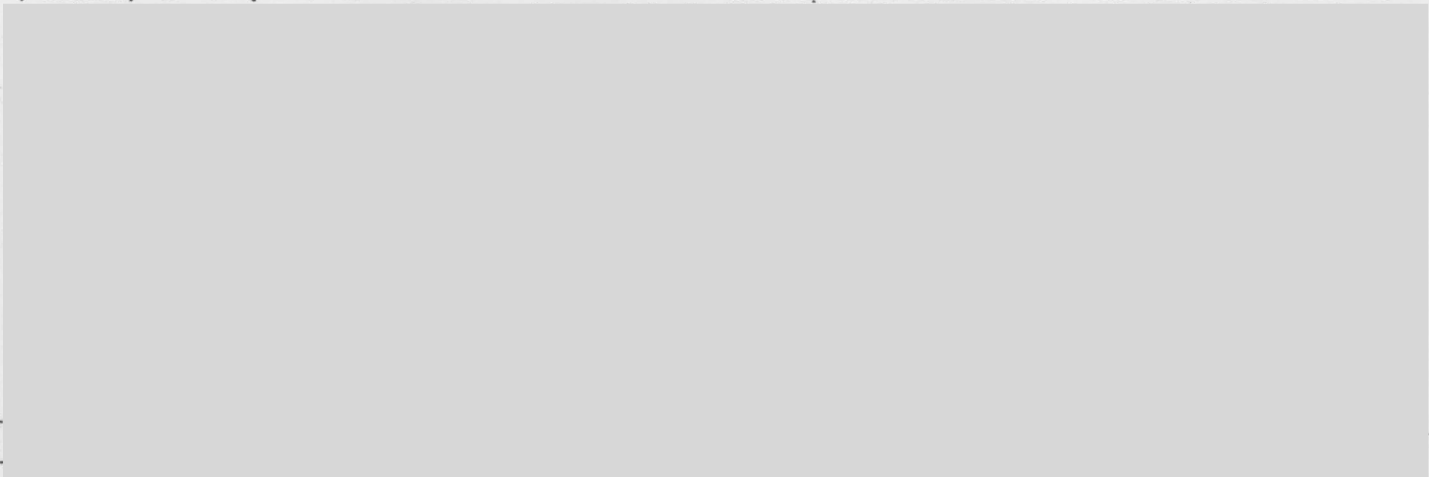
sellers is the Rodney Allen Rippy figure of the "make life a little easier" youngster who has captured the hearts of thousands of television viewers.

Watts, and have been sold in America since 1967.

Mrs. Grice said the temporary booth on the southeast corner of the mall is the first one to specialize in the sale of

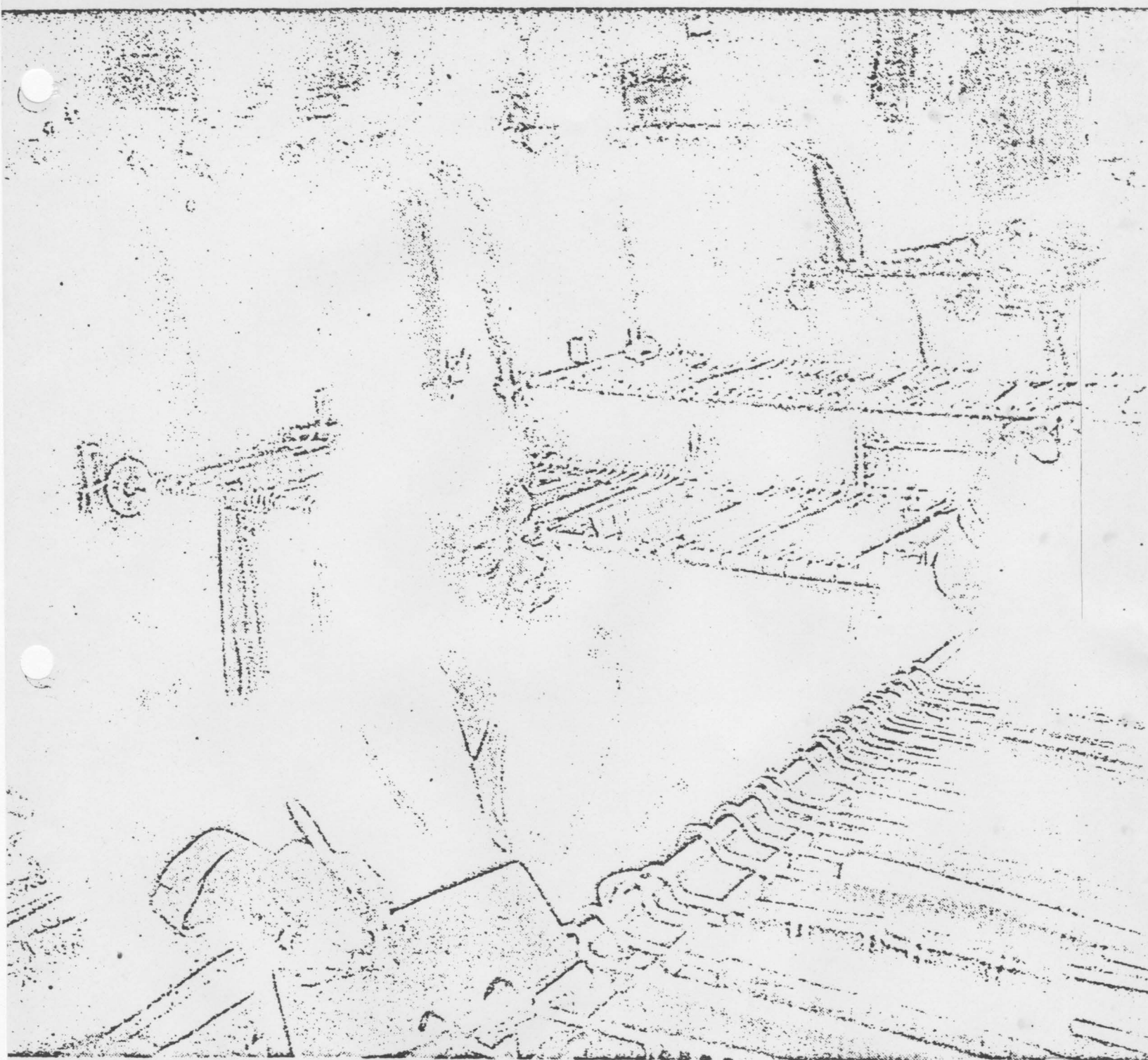
up doesn't make it so hard to play with a black kid or a white kid later on," Mrs. Grice said.

She said that sort of



ERA

APR 1



Black businessman follows dream

Charles Reed, owner of Manufacturers Outlet Clothing, 364 N. D St., San Bernardino, checks some of his wares.



By STEVE COOPER
Sun-Telegram Staff Writer

SAN BERNARDINO— Charles Reed dresses well. And he'd like everyone else to.

Of course, it's a somewhat selfish desire since Reed owns Manufacturers Outlet, a men's clothing store at 364 N. D St.

A year ago he bought the business and has been building a fashion-minded clientele ever since. He's also a rarity in the downtown business district — a black store owner.

"About 75 per cent of my customers are black because I stock the kind of clothes and accessories they want. Of course, I try to keep something on hand for anyone who wants to buy," said Reed, who was dressed in black from a bold brimmed hat to his stylish shoes.

"I'm getting this whole thing

together," he said in his casually optimistic manner. "If a person really wants to do it and is willing to get out there, man, you can do it."

Reed swiveled on his chair and looked toward the rear of his narrow, but deep, store. Clothes are racked along the walls, in the center of the floor and in every corner.

"It's taken time to learn how much, what and where to buy everything, but it's coming along. It takes experience, but I went for broke and it's paid off," said the tall, athletic-looking proprietor.

At 31, business is a whole new world for Reed. He quit the San Bernardino police force to open his store.

"It just wasn't working with the police. There's nothing like working for yourself," he smiled.

He bought Manufacturers Outlet from a retiring man after giving serious

thought to entering the food business. Clothes offered more opportunity, though, he felt.

He said there was a little animosity among downtown businessmen about a black shop owner moving in at first, but now that's changed.

"Now they see I'm just another businessman like themselves. I can do things for them and they can do things for me. At first they didn't think I'd last five months but once they see you will they treat you like an equal," said the ambitious young man.

His small business venture has been a surprise in many ways to Reed. But he's in control.

He said seeing his bills rise from \$200 a month to \$900 was a jolt that took some getting used to, but it's paying off handsomely.

Now he's planning to broaden his new