



SMALL BUSINESS ADVISORY BOARD

Meeting Minutes

TUESDAY, January 23, 2024

8:30 a.m. – 10:00 a.m.

Location: Civic Center Plaza, 14th Floor Conference Room –
1200 3rd Ave, San Diego, CA 92101

Chair: Austin Evans | **Vice Chair:** Natasha Salgado

Board Members: Ania Kaminska, Austin Evans, Brandon S. Johnson, Donna Deberry, Jason Paguio, Jenna Hanson, Natasha Salgado, Sarah Mattinson, Shane Beard, Sunny Lee, and Valery Belloso.

Staff Liaisons: Alex Southard and Sean Karafin.

Item 1: Call to Order (Chair Evans)

- Meeting was called to order at 8:33 a.m.

Item 2: Action: Roll Call (Chair Evans)

- In Attendance: Ania Kaminska, Austin Evans, Brandon S. Johnson, Donna Deberry, Jenna Hanson, Natasha Salgado, Sarah Mattinson, and Sunny Lee.
- City Staff: Sean Karafin, Alex Southard, and Viridiana Quintana.
- Members of the Public: Julieta Gonzalez and Prince Agyarko.

Item 3: Action: Approval of October 24, 2023 Minutes (Chair Evans)

- With a motion by Donna DeBerry and a second by Sarah Mattinson, the board voted to approve the October 24, 2023 minutes.
 - Yes: Ania Kaminska, Austin Evans, Brandon S. Johnson, Donna Deberry, Jenna Hanson, Natasha Salgado, Sarah Mattinson, and Sunny Lee.
 - Abstain: None.
 - Absent: Jason Paguio, Shane Beard, and Valery Belloso.

Item 4: Presentation from Julieta Gonzalez, Access, Inc.- Capacity Building Grant Program Recipient

- Julieta Gonzalez, Microenterprise Developer with Access, Inc., presented on the Capacity Building Grant program and how the grant is supporting their organization's efforts.
- Information was provided regarding their small business project and its impact to support over 45 businesses.

- Conversation followed.

Item 5: Discussion on City Contracting Opportunities

- The board discussed city contracting opportunities through the Purchasing & Contracting Department.
- More information available on the website- www.sandiego.gov/eoc/disparity-study
 - Executive Summary in Chapter 9 (findings and implementation)
- Open discussion took place and conversation followed.

Item 6: Action: Draft Advising Letter (Chair Evans)

- Austin Evans, Chair, Small Business Advisory Board
- Natasha Salgado, Vice Chair, Small Business Advisory Board
- The Board determined an advising letter is needed. The board will write a letter requesting a policy change with the Purchasing & Contracting Department to mandate contracting to small, local, and/or underrepresented businesses.
- With a motion by Jason Paguio and a second by Sarah Mattinson, the board voted to approve drafting an advising letter.
 - Yes: Ania Kaminska, Austin Evans, Brandon S. Johnson, Donna Deberry, Jason Paguio, Jenna Hanson, Natasha Salgado, Sarah Mattinson, and Sunny Lee.
 - Abstain: None.
 - Absent: Shane Beard, and Valery Belloso.

Item 7: Action: Approval of the Proposed 2024 Meeting Dates (Chair Evans)

- With a motion by Jenna Hanson and a second by Brandon S. Johnson, the board voted to approve the proposed 2024 meeting dates.
 - Yes: Ania Kaminska, Austin Evans, Brandon S. Johnson, Donna Deberry, Jason Paguio, Jenna Hanson, Natasha Salgado, Sarah Mattinson, and Sunny Lee.
 - Abstain: None.
 - Absent: Shane Beard, and Valery Belloso.

Item 8: Economic Development's Draft 5 Key Steps to Starting a Small Business Guide

- Economic Development staff presented on a draft guide of the 5 Key Steps to Starting a Small Business document.
- The board shared feedback and conversation followed.

Item 9: Committee Report

- Development Services Department Technical Advisory (Board Member Beard)
- None.

Item 10: Staff Report

- Economic Development Department (Liaison Southard)

- The Economic Development Department has merged with the Department of Real Estate and Airport Management.
- World Design Capital 2024, Community-Driven Design Grant Opportunity. Applications close January 31, 2024. For more information visit- <https://wdc2024.org/designgrantsprogram/>
- Accessity launched its Emerge Program, a loan program between \$2,000 - \$50,000 focused on reaching communities disproportionately impacted by the COVID-19 pandemic. For more information visit- <https://accessity.org/emerge/>
- The Chair and Vice Chair of the board presented to the Economic Development and Intergovernmental Relations Committee in January.

Item 11: Board Member Comments

- None.

Item 12: Non-Agenda Public Comment

- Future meeting topic recommendations from board members:
 - FY2025 budget conversations
 - Environmental impact on small businesses
 - Impact of construction/projects on small businesses
 - Presentation from the Strategic Alliance, Ethnic Chambers of Commerce

Item 13: Adjournment

- The meeting was adjourned at 9:50 a.m.

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