



THE CITY OF SAN DIEGO

SMALL BUSINESS ADVISORY BOARD (SBAB) MEETING AGENDA

Friday, February 17, 2012 at 8:45 a.m.

****Downtown Information Center****
193 Horton Plaza, San Diego, CA 92101

1. Call to Order and Introductions

This will include recognizing the appointment of new Small Business Advisory Board member: Antonio Barbosa

2. Approval of Minutes – December 16, 2011

3. Public Comment – 8:50 a.m. (TIME CERTAIN)

Public comment may be made on any non-agenda topic in the Board's area of responsibility. Presenters have three (3) minutes to address the Board.

4. Administrative Items:

- A. Board Administrative Items and/or Non-Agenda Comment
- B. Requests for Agenda Revisions (continuances, change in order, etc.)
- C. Internal Standing Committee
- D. External Standing Committee
- E. Economic Development Division/Office of Small Business
- F. Equal Opportunity Contracting/Purchasing & Contracting Department

Information Items/Discussion:

5. San Diego Entrepreneur Center – Ray Hivoral, Founder & Chief Collaborator, will present on the San Diego Entrepreneur Center's efforts to help entrepreneurs and small businesses grow through innovative collaboration and shared workspace. The presentation will feature the variety of programs and services offered to entrepreneurs and start-ups, and highlight the diverse benefits of co-working environments.

6. Union of Pan Asian Communities (UPAC) – Hien Tran, Supervisor of Economic Development Programs, will provide a presentation on UPAC's Multicultural Economic Development program, a FY 2012 Small Business Enhancement Program (SBEP) Grant Recipient. The program provides business technology training and services to low and moderate income, limited English proficient micro-entrepreneurs. Mr. Tran will provide an overview and update on UPAC's efforts to provide assistance to small businesses in the City of San Diego through the support of SBEP funding.

7. BID Council Monthly Report – Patrick Edwards

Action Items:

- 8. Discussion on Development Services Department Technical Advisory Committee (TAC) & Selection of Small Business Advisory Board Designated Representative** – Overview of TAC role, past representatives, meeting requirements, and selection of new Representative to serve on the Technical Advisory Committee (replacing outgoing Board Member Warren Simon as Representative).
- 9. Discussion on SBAB External and Internal Subcommittees and new Board Member Subcommittee Assignments** – Discussion on purpose and role of External and Internal Subcommittee Meetings, and assign new Board members to committees.
- 10. Next Meeting Date and Location – April 20, 2012** at the Sheila R. Hardin **Downtown Information Center** in Horton Plaza above the CVS Pharmacy. Three-hour validated (free) parking is available. Horton Plaza is located between Broadway and G Street, and First and Fourth Avenues in downtown San Diego.

Directions:

The Down Information Center is located at 193 Horton Plaza, San Diego, CA 92101 on the East side of Horton Plaza, above CVS and Starbucks. Enter the Horton Plaza Parking Garage at Fourth Avenue & F Street. Park on the **4th Floor Avocado Level** for easiest route/walk to the Downtown Information Center.

- 11. Adjournment – (TIME CERTAIN)** Unfinished business shall be tabled and placed on the agenda for the next Board meeting.

Unless noted as an Information Item, the Small Business Advisory Board may take action on any agenda item.

THIS INFORMATION IS AVAILABLE IN ALTERNATIVE FORMATS UPON REQUEST.

To request an alternative format or to request a sign language or oral interpreter for the meeting, please contact the Meeting Coordinator in the Economic Development Division at least five (5) working days before the meeting at (619) 236-6493 to ensure availability.