



THE CITY OF SAN DIEGO

SMALL BUSINESS ADVISORY BOARD (SBAB) DRAFT MEETING AGENDA

Friday, June 17, 2011 at 8:45 a.m.

****Balboa Park Club/Santa Fe Room
2150 Pan American Road West, San Diego, CA 92101**

1. **Call to Order and Introductions**
2. **Approval of Minutes** – February 18, 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

Information Items/Discussion:

5. **CONNECT-Springboard Program** – Ruprecht von Buttlar, Director of Business Creation, will present on CONNECT's flagship Springboard Program, a business creation and development program for innovative technology and science based businesses. CONNECT San Diego was created in 1985 and is widely regarded as the world's most successful regional program linking inventors and entrepreneurs with the resources they need for commercialization of products. Mr. Von Buttlar will also report on the status, progress, and impact of the innovation economy on the San Diego region.
6. **San Diego Contracting Opportunities Center/PTAC** – Gunnar Schalin, Program Director, will provide a presentation on the San Diego Contracting Opportunities Center, a FY 2011 Small Business Enhancement Program (SBEP) Grant Recipient. The Center provides contracting and procurement technical assistance to small businesses throughout San Diego County that are seeking government/public sector contracts. Mr. Schalin will provide an overview and update on the Center'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** – Warren Simon

Action Items:

- 8. Discussion on Development Services Department Technical Advisory Committee (TAC) & Selection of Small Business Advisory Board Designated Representative/Alternate** – Overview of TAC role, past representatives, meeting requirements, and selection of Representative/Alternate to serve on the Technical Advisory Committee.
- 9. FY 2012 Small Business Enhancement Program (SBEP) Application & Process** – Lisa Gordon, Small Business Ambassador, and Alicia Martinez-Higgs, Community Development Specialist – Discuss updated FY 2012 application, application process, and solicit SBEP panel member participation.
- 10. Next Meeting Date and Location – August 19, 2011 at the Balboa Park Club/Santa Fe Room** located at 2150 Pan American Road West, San Diego, CA 92101
<http://www.sandiego.gov/park-and-recreation/parks/balboa/balboaparkclub.shtml>

Directions/Parking:

From 163 South, take the Park Blvd. exit, and go left at the stop light unto Park Blvd., then another left at the next stop light to turn west onto Presidents Way. Continue to the stop sign (Balboa Park Club is straight ahead beyond parking lot) where you can go straight to park in the Pan American Plaza parking lot or make a right and park in the Organ Pavilion lot. The Balboa Park Club is located in the South Palisades area of Balboa Park, just north of the Puppet Theatre.

- 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 City Planning & Community Investment at least five (5) working days before the meeting at (619) 236-6493 to ensure availability.