



**SMALL BUSINESS ADVISORY BOARD (SBAB)  
MEETING AGENDA**

**February 21, 2020 from 9:00 to 10:30 A.M.**

Downtown Central Library, Mary Hollis Clark Conference  
Center 330 Park Blvd., San Diego, CA 92101

**1. Call to Order and Introductions**

**2. Public Comment**

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

**3. Approval of Minutes**

Vote to approve November 15, 2019 meeting minutes – **ACTION**

**4. Administrative Items**

- A. Board Administrative Items and/or Non-Agenda Comment
- B. Requests for Agenda Revisions (continuances, change in order, etc.)
- C. Development Services Department Technical Advisory Committee – Representative(s)
- D. Economic Development Department Liaison Report – Sean Karafin

**5. Action Item(s)/Discussion**

- A. Modifications to the San Diego Municipal Code [§26.06](#) – **ACTION**
- B. SBAB 2020 Meeting Schedule – **ACTION**
- C. Establish Internal Working Group – **ACTION**
- D. 2020 Areas of Focus – **DISCUSSION**
- E. Economic Development Department website review – **DISCUSSION**
- F. Economic Development Department resource material review – **DISCUSSION**

**6. Adjournment**

Unfinished business shall be tabled and placed on the agenda for the next committee meeting.

**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 Economic Development Department at least five (5) working days before the meeting at (619) 236-6700 to ensure availability.



**SMALL BUSINESS ADVISORY BOARD (SBAB)  
MEETING MINUTES**

November 15, 2019  
9:00 a.m. – 10:30 a.m.  
BioLabs Towne Centre 9620 Towne Centre Dr.  
Ste. 100, San Diego, CA 92121

BOARD MEMBERS PRESENT	BOARD MEMBERS ABSENT
Michelle Gray – Board Chair Shane Beard – Board Vice Chair Catherine Arambula Edward Barbat Tristan Barnum Ruben Garcia Viviane Windmiller	Justin Fortier Gary Peterson

CITY STAFF
Sean Karafin– Neighborhood Investment Manager Jocelyn Maggard – Business Development Specialist Alissa Gabriel – Business Development Specialist

**1. Call to Order and Introductions**

Michelle Gray, Chair, called the meeting to order at 9:15 AM. Board members, City staff, and members of the public were asked to introduce themselves.

**2. Public Comment:**

No public comment was given.

**3. Approval of Minutes:**

Upon a motion from Ruben Garcia, and a second from Shane Beard, the Board approved the minutes with no changes from the June 21, 2019 meeting. Yes: Catherine Arambula, Edward Barbat, Shane Beard, Tristan Barnum, Ruben Garcia, and Michelle Gray Viviane Windmiller; No: None; Abstain: None; Absent: Justin Fortier, Gary Peterson.

**4. Administrative Items:**

- A. Board Administrative Items and/or Non-Agenda Comments:** None
- B. Requests of Agenda Revisions (continuances, changes in order, etc.):** None
- C. Development Services Department Technical Advisory Committee (TAC) Report:** Barbat

gave an update the previous Technical Advisory Committee had been canceled.

- D. Economic Development Department Liaison Report:** Maggard provided board with updates on Economic Development Department small business programs including the recent business walk in Linda Vista and the Storefront Improvement Program.

#### 5. Action Item(s)/Discussion:

Board provided feedback on possible changes to the SBAB section of the Municipal Code §26.06. Gray requested a meeting be scheduled for the Chair and Vice Chair to address municipal code changes and develop a board workplan for 2020.

#### 6. Information Item(s)/Discussion

- A. **Life Science and small business:** The San Diego region is home to more than 1,225 life sciences companies that innovate life-saving devices, develop pharmaceutical advancements and pioneer genomic research. With a \$33 billion economic-impact, businesses of all sizes can benefit from the life sciences cluster. Speakers include:
- a. Becky Beattie, Director of Programs & Marketing, LaunchBio: Beattie provided an overview of the programs and networking opportunities LaunchBio offers small life science businesses
  - b. Dawn Verdugo, Co-Founder and CEO, yuFlu: Verdugo introduced her business and product that provides a testing mechanism to determine if a patient has the flu or a different respiratory illness. Verdugo also provided feedback on the challenges to starting a life science business in San Diego, which included access to funding
  - c. David Webb, Former CEO and Chairman of the Board, Agragene: Webb, accompanied by Agragene Chief Business Officer, Clyde Shores, introduced the concept behind their startup life science company that modifies the insect genome to improve crops and prevent vector borne diseases.

#### 7. Adjournment

The meeting was adjourned by Beard adjourned the meeting at 10:48 a.m. The Small Business Advisory Board was not scheduled to meet in December 2019.



**SMALL BUSINESS ADVISORY BOARD (SBAB)  
2020 Meeting Schedule**

9:00 A.M. – 10:30 A.M.

SBAB meetings are regularly held on the third Friday of each month, unless otherwise specified.

<u>DATE</u>	<u>LOCATION</u>
February 21	Central Library – Mary Hollis Clark Conference Room
March 20	Central Library – Mary Hollis Clark Conference Room
April 17	Central Library – Mary Hollis Clark Conference Room
May 15	Central Library – Mary Hollis Clark Conference Room
June 19	Central Library – Mary Hollis Clark Conference Room
July 17	Central Library – Mary Hollis Clark Conference Room
August 21	Central Library – Mary Hollis Clark Conference Room
September 18	Central Library – Mary Hollis Clark Conference Room
October 16	Central Library – Mary Hollis Clark Conference Room
November 20	Central Library – Mary Hollis Clark Conference Room
December 18	No meeting scheduled

The Central Library is located in Downtown San Diego's East Village on Park Blvd. at 11th Avenue, near Petco Park. Underground parking is available and parking is free for two hours with validation. Validation is available in the 1st Floor Lobby.

Parking information: <http://www.sandiego.gov/public-library/locations/centralparking.shtml>

For more information regarding the Small Business Advisory Board, please contact Sean Karafin, Neighborhood Investment Manager, at 619-236-6493 or [skarafin@sandiego.gov](mailto:skarafin@sandiego.gov).