



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

Tuesday, April 26, 2022 from 8:30 to 10:00 A.M.

To attend the meeting, use the Zoom Webinar login information below. Members of the public will be muted during the webinar; however, the public will be able to communicate with the host via the chat function.

[Meeting Link](#)

Call to Order and Introductions

Public Comment

Public comment may be made on any non-agenda topic in the committee's area of responsibility. Attendees will be muted during the webinar. The host will take those off mute that wish to give public comment.

1. Administrative Items

- A. Board Administrative Items and/or Non-Agenda Comment
- B. Requests for Agenda Revisions (continuances, change in order, etc.)
- C. Approval of March 22, 2022 Minutes (**ACTION**)

2. Discussion Items

- A. [Disparity Study – Equal Opportunity Contracting](#)
 - Christian Silva, Program Manager, City of San Diego
- B. [Economic Development Strategy – Request for Proposals](#)
 - Elizabeth Studebaker, Assistant Deputy Director, Economic Development, City of San Diego

3. Action Items

- A. Draft Advising Letter (**ACTION**)

4. Administrative Items (Continued)

- A. Development Services Department Technical Advisory Committee Report
- B. Economic Development Department Staff Report
- C. Suggested Items for Future Meeting
- D. 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**

Tuesday, March 22, 2022 from 8:30 to 10:00 A.M.

To attend the meeting, use the Zoom Webinar login information below. Members of the public will be muted during the webinar; however, the public will be able to communicate with the host via the chat function.

Call to Order and Introductions: Meeting was called to order at 8:31 a.m.

Member	Present	Absent
Jeff Barger	X	
Tristan Barnum	X	
Shane Beard	X	
Donna DeBerry	X	
Austin Evans	X	
Sarah Mattinson	X	
Sam Nejabat		X
Jason Paguio	X	
Natasha Salgado	X	
Jim Schneider		X

Public Comment

Public comment may be made on any non-agenda topic in the committee's area of responsibility. Attendees will be muted during the webinar. The host will take those off mute that wish to give public comment.

A. None

1. Administrative Items

- A. Board Administrative Items and/or Non-Agenda Comment
 - None
- B. Requests for Agenda Revisions (continuances, change in order, etc.)
 - None
- C. Approval of March 22, 2022 Minutes (**ACTION**)
 - With a motion by Sarah Mattinson and a second by Natasha Salgado, the board voted to approve the February 22, 2022 minutes. Yes: Shane Beard, Sarah Mattinson, Tristan Barnum, Natasha Salgado, Jason Paguio and Austin Evans. Abstain: None. Absent: Jim Schneider, Donna DeBerry, and Jeff Barger.

2. Discussion Items

A. ARPA Microgrant Presentation

Elisa Sabatini, President, Via International

Beryl Forman, Community Placemaker, Bread & Salt

- Via International's ARPA Microgrant Program is funding the development of a marketing cooperative of female baker's based in the Barrio Logan community that will support female entrepreneurship programming, business development, and a commercial bakery.

B. Microenterprise Home-Kitchen Operations (MEHKO) Presentation

Ryan Johnson, Department of Environmental Health and Quality, County of San Diego

Roya Bagheri, Executive Director, Cook Alliance

- The MEHKO Program is the County of San Diego's implementation of a California statewide law that allows microentrepreneurs to operate home based mini-restaurants selling prepared food items under certain conditions.
- In order to operate a MEHKO, business owners must sell food directly to consumers for onsite dining, delivery, or takeout. MEHKO businesses are required to have a health permit in order to operate and are subject to one annual routine health inspection.
- Business owners may operate one MEHKO per residence and are allowed to produce a maximum of 30 meals per day and 60 meals per week, with an annual sales volume limit of \$50,000. MEHKOs may have one full time employee or two part time employees that are non-family or household members.
- The MEHKO program is running on two-year temporary basis. The program will run through 2024 to gauge whether the program benefits both the community at large as well as business owners with minimal negative impacts. In 2024, the County Board of Supervisors will vote on whether or not to continue the program at the time based on data gathered during this two-year period.

3. Action Items

A. Drafting Advising Letter (**ACTION**)

- No Actions were taken on this item.

4. Administrative Items

A. Development Services Department Technical Advisory Committee Report

- No Report.

B. Economic Development Department Staff Report

- The Economic Development department responded to 79 business inquiries in the month of February and 72% were responded to within one business day. The department fields inquiries daily primarily through sdbusiness@sandiego.gov.
- The City Council adopted the Sidewalk Vending ordinance on March 1, establishing a vending permitting system that will be effective by June 1, 2022. City staff is in the process of determining the cost for the permit. Not yet approved for coastal area, pending Coastal Commission approval.
- The Economic Development Funding Programs through TOT and SBEP Council Policies are likely to be renewed for Fiscal Year 2023. These funds support 4 goal areas that align with either economic base-sector growth or an increase neighborhood business activity. Applicants are required to attend one of two virtual workshops being held on March 22 and March 24, 2022. More information can be found on the [City's website](https://www.sandiego.gov/economic-development/about/funding) at <https://www.sandiego.gov/economic-development/about/funding>

C. Suggested Items for Future Meetings

- No Additional Items.

D. Adjournment*

- The meeting was adjourned at 9:48 a.m.

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

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