



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

Tuesday, February 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.

[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 January 25, 2022 Minutes **(ACTION)**

2. Discussion Items

- A. ARPA Microgrant Presentation
 - Alexis Villanueva, Senior Program Manager, City Heights Community Development Corporation
- B. ARPA Microgrant Presentation
 - Dante Dauz, Community Engagement & Business Development Director, UPAC

3. Action Items

- A. Draft Advising Letter **(ACTION)**
- B. Budget Priority List and Community Outreach **(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, January 25, 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.

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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

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- A. Jehanne Spriggs (Accessity) – Accessity COVID-19 Relief Loan Program still open as well as other loan products for businesses that have difficulties accessing traditional funding channels. Accessity Academy is currently accepting applications for the English-language cohort. The Spanish-language cohort will occur later in the year. Contact Jehanne Springs at jspriggs@accessity.org for more information.

2. 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 November 19, 2021 Minutes (**ACTION**)
 - With a motion by Jim Schneider and a second by Natasha Salgado, the board voted to approve the August 20, 2021 minutes. Yes; Jason Paguio, Sam Nejabat, Sarah Mattinson, Austin Evans, Natasha Salgado, Shane Beard, Donna DeBerry, and Jim Schneider. Abstain: Tristan Barnum. Absent: Jeff Barger.

3. Discussion Items

A. ARPA Microgrant Presentation

Natasha Salgado, Community Engagement & Small Business Manager, Logan Heights CDC

- Logan Heights CDC was awarded \$20,000 from the ARPA Microgrant program. Funding supported two holiday events including Small Business Saturday and Light Up Logan Avenue, as well as the purchase of new trash receptacles, website updates, and banner installation on Imperial Avenue.
- This funding supported activities that helped drive traffic to the community over the holidays thereby increasing economic recovery of small businesses in the Greater Logan Heights community.

B. Introduction to the Office of Race & Equity

Kim Desmond, Chief of Race & Equity, City of San Diego

- Kim Desmond introduced the new Office of Race and Equity at the City of San Diego. This Office will provide training programs to create an equitable culture and process systems across all City Departments. Additionally, the Office will oversee an equity fund to support organizations across the city.

C. Brown Act Review

Alex Southard, Small Business Engagement Specialist, Economic Development Department

- Alex Southard provided a high-level overview of board responsibilities with respect to the Brown Act. Board members were previously instructed to review [this video](#) from the Office of Boards and Commissions.

4. Action Items

A. Budget Priority List and Community Outreach (**ACTION**)

- Jim Schneider made a motion to table this item until the February Agenda as an action item with a second by Donna DeBerry. Yes; Sarah Mattinson, Donna DeBerry, Jim Schneider, Natasha Salgado, Shane Beard, Sam Nejabat, Tristan Barnum, Jason Paguio, and Austin Evans. Abstain: None Absent: Jeff Barger.

B. External Committee Structure and Appointments (**ACTION**)

- Jim Schneider made a motion to disband the External Committee with a second by Donna DeBerry. Yes; Donna DeBerry, Jim Schneider, Natasha Salgado, Shane Beard, Sam Nejabat, Tristan Barnum, Jason Paguio, and Austin Evans, Sarah Mattinson. Abstain: None Absent: Jeff Barger.

C. Internal Committee Structure and Appointments (**ACTION**)

- No action taken.

D. Development Services Department Technical Advisory Committee Appointment (**ACTION**)

- Jim Schneider made a motion to continue Shane Beard's appointment to the Technical Advisory Committee with a second by Donna DeBerry. Yes; Donna DeBerry, Jim Schneider, Natasha Salgado, Sarah Mattinson, Shane Beard. Tristan Barnum, Sam Nejabat, Jason Paguio, and Austin Evans. No: None. Abstain: None, Absent: Jeff Barger.

5. Administrative Items

A. Development Services Department Technical Advisory Committee Report

- TAC did not hold a meeting in December. The next meeting will be held on January 26. The following meeting will be in April.

B. Economic Development Department Staff Report

- The ARPA Microgrant Capacity Building Program has made awards to 22 organizations and is nearly expended.
- Small Business and Nonprofit Relief Fund awards will continue to be made through early February. At this time, 80% of small business grants are going to BIPOC communities; and over 25% are going to Black business owners.
- Sidewalk Vending Ordinance will go back to committee in February for further discussion.
- CARES Act Revolving Loan funds are still available to eligible businesses.

- Temporary Outdoor Business Operations program will sunset in July. Outdoor business operations must apply for a Spaces as Places permit.
- C. Suggested Items for Future Meetings
 - Development Services Department update on Spaces as Places
 - County of San Diego's Microenterprise Home-Kitchen Operation ([MEHKO](#)) program and the training offered by the SBDC
 - Additional ARPA Microgrant presentations
- D. Adjournment*
 - The meeting was adjourned at 10:01 a.m.

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

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