



# SMALL BUSINESS ADVISORY BOARD

## Meeting Notice and Agenda

TUESDAY, June 27, 2023

**In-Person** Meeting, 8:30 a.m. – 10:00 a.m.

Location: Civic Center Plaza, 14<sup>th</sup> Floor Conference Room –  
1200 3<sup>rd</sup> Ave, San Diego, CA 92101

**Chair:** Austin Evans | **Vice Chair:** Natasha Salgado

**Board Members:** Ania Kaminska, Austin Evans, Brandon S. Johnson, Donna Deberry, Jason Paguio, Jim Schneider, Natasha Salgado, Sarah Mattinson, and Shane Beard.

**Staff Liaisons:** Alex Southard and Sean Karafin.

### Public Comment

**Public Comment on an Agenda Item:** If you wish to address the Board on an item for today's agenda, please complete and submit a speaker form before the Board hears the agenda item. You will be called at the time the item is heard.

**Public Comment on Matters Not on the Agenda:** You may address the Board on any matter not listed on today's agenda. Please complete and submit a speaker form. However, California's open meeting laws do not permit the Board to discuss or take any action on the matter at today's meeting. At its discretion, the Board may add the item to a future meeting agenda or refer the matter to staff or committee. Individuals' comments are limited to three minutes per speaker. At the discretion of the Chair, if a large number of people wish to speak on the same item, comments may be limited to a set period of time per item.

Item 1: Call to Order (Chair Evans)

Item 2: Action: Roll Call (Chair Evans)

Item 3: Action: Approval of April 25, 2023 Minutes (Chair Evans)

Item 4: Presentation from Elizabeth Schott, Accessity- Information on the Community Development Financial Institutions Equitable Recovery Program

Item 5: Board Elections (Chair Evans)

- Item 6: Action: Draft Advising Letter (Chair Evans)
- Item 7: Committee Report
  - a. Development Services Department Technical Advisory (Board Member Beard)
- Item 8: Staff Report
  - a. Economic Development Department (Liaison Southard)
- Item 9: Board Member Comments
  - a. Suggested items for future meetings
- Item 10: Non-Agenda Public Comment
- Item 11: Adjournment

#### REQUESTS FOR ACCESSIBILITY MODIFICATIONS OR ACCOMMODATIONS

This information will be made available in alternative formats upon request, as required by the Americans with Disabilities Act (ADA), by contacting Sean Karafin at [sdbusiness@san Diego.gov](mailto:sdbusiness@san Diego.gov) or 619-236-6700. Requests for disability-related modifications or accommodations required to facilitate meeting participation, including requests for alternatives to observing meetings and offering public comment as noted above, may be made by contacting Sean Karafin at [sdbusiness@san Diego.gov](mailto:sdbusiness@san Diego.gov) or 619-236-6700. Requests for disability-related modifications or accommodations required to facilitate meeting participation, including requests for auxiliary aids, services or interpreters, require different lead times, ranging from five business days to two weeks. Please keep this in mind and provide as much advance notice as possible in order to ensure availability. The City is committed to resolving accessibility requests swiftly in order to maximize accessibility.



# SMALL BUSINESS ADVISORY BOARD

## Meeting Minutes

TUESDAY, April 25, 2023

8:30 a.m. – 10:00 a.m.

Location: Civic Center Plaza, 14<sup>th</sup> Floor Conference Room –

1200 3<sup>rd</sup> Ave, San Diego, CA 92101

No Meeting Recording

**Chair:** Austin Evans | **Vice Chair:** Natasha Salgado

**Board Members:** Austin Evans, Brandon S. Johnson, Donna Deberry, Jason Paguio, Jim Schneider, Natasha Salgado, Sam Nejabat, Sarah Mattinson, Shadiya Hagsufi, and Shane Beard.

**Staff Liaisons:** Alex Southard and Sean Karafin.

Item 1: Call to Order (Chair Evans)

- Meeting was called to order at 8:35 a.m.

Item 2: Action: Roll Call (Chair Evans)

- In Attendance: Austin Evans, Jim Schneider, Shane Beard, Jason Paguio, Sarah Mattinson, and Brandon S. Johnson.
- City Staff: Viridiana Quintana, Alex Southard, Sean Karafin, and Elizabeth Studebaker.
- Members of the Public: Ania Kaminska and Kevin Renac.

Item 3: Action: Approval of February 28, 2023 Minutes (Chair Evans)

- With a motion by Jim Schneider and a second by Shane Beard, the board voted to approve the February 28, 2023 minutes.
  - Yes: Austin Evans, Jim Schneider, Shane Beard, Jason Paguio, and Brandon S. Johnson.
  - Abstain: Sarah Mattinson
  - Absent: Natasha Salgado, Donna DeBerry, Shadiya Hagsufi, and Sam Nejabat.

Item 4: Presentation from Kevin Renac, Bayside Community Center- Capacity Building Grant Program Recipient

- Kevin Renac, Associate Director of Development, Bayside Community Center

- Kevin Renac shared an overview on the organization's small business support program and how the Capacity Building Grant Program has supported their efforts.
- The small business support program assists with fiscal sponsorship, technical assistance, event support, and more.
- Board members asked questions and conversation followed.

Item 5: Presentation from Elizabeth Studebaker- Update on The Focused Economic Development Strategy

- Elizabeth Studebaker, Economic Development Department, City of San Diego
- Elizabeth Studebaker presented an update on the Economic Development Department's Focused Economic Development Strategy.
- A presentation was shared with the board to review the tactics.

Item 6: Action: Draft Advising Letter (Chair Evans)

- Austin Evans, Chair, Small Business Advisory Board
- Natasha Salgado, Vice Chair, Small Business Advisory Board
- The Board determined an advising letter is needed. The board will write a letter in support of the Small Business Enhancement Program.
- With a motion by Jason Paguio and a second by Sarah Mattinson, the board voted to approve drafting an advising letter.
  - Yes: Austin Evans, Jim Schneider, Shane Beard, Jason Paguio, Brandon S. Johnson, and Sarah Mattinson.
  - Abstain: None.
  - Absent: Natasha Salgado, Donna DeBerry, Shadiya Hagsufi, and Sam Nejabat.

Item 7: Committee Report

- Development Services Department Technical Advisory (Board Member Beard)
- None.

Item 8: Staff Report

- Economic Development Department (Liaison Southard)
- Environmental Services is working on a waiver for small businesses who do not produce green waste. More information to come on a workshop for businesses and BID/MAD managers.
- The Single-Use Plastics Ordinance went into effect April 1, 2023. For waivers and more information visit- [www.sandiego.gov/environmental-services/recycling/pf-ban](http://www.sandiego.gov/environmental-services/recycling/pf-ban).
- Updates will be shared if there are changes to hybrid meeting requirements.
- Economic Development is working with Communications to create a branded Safety Resource Toolkit for Small Businesses.

Item 9: Board Member Comments

- World Design Capital presentation recommended for a future meeting.

Item 10: Non-Agenda Public Comment

Item 11: Adjournment

- The meeting was adjourned at 9:57 a.m.

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