



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

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.

[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 February 22, 2022 Minutes **(ACTION)**

2. Discussion Items

- A. American Rescue Plan Act Microgrant Presentation
 - Elisa Sabatini, President, Via International
- B. Microenterprise Home-Kitchen Operations (MEHKO)
 - Ryan Johnson, Department of Environmental Health and Quality, County of San Diego
 - Joel Wright, Department of Environmental Health and Quality, County of San Diego
 - Roy Bagheri, Executive Director, Cook Alliance

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

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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. None

1. Administrative Items

- A. Board Administrative Items and/or Non-Agenda Comment
Sam Nejabat, Sr. Business Development Specialist, Governor's Office
 - The Governor's Office will be rolling out the [Community and Economic Resiliency Fund \(CERF\)](#) program. The program will provide \$600 million in onetime federal dollars to support regional economic recovery grants across the state to support businesses, workers, and community organizations.
- B. Requests for Agenda Revisions (continuances, change in order, etc.)
 - None
- C. Approval of January 25, 2022 Minutes (**ACTION**)
 - With a motion by Jim Schneider and a second by Natasha Salgado, the board voted to approve the January 25, 2022 minutes. Yes; Shane Beard, Sam Nejabat, Jim Schneider, Natasha Salgado, Sarah Mattinson, and Austin Evans. Abstain: Jeff Barger. Absent: Jason Paguio, Tristan Barnum, and Donna DeBerry.

2. Discussion Items

- A. American Rescue Plan Act (ARPA) Microgrant Presentation
Alexis Villanueva, Senior Program Manager, City Heights Community Development Corporation
 - City Heights CDC ARPA Microgrant Program funding is supporting three CHCDC programs. The Tierra Central Project, which provides an open community space for City Heights residents, the City Heights Business Expo, and Khymer New Year, a two-day night market featuring music, food, and local vendors.
- B. American Rescue Plan Act (ARPA) Microgrant Presentation
Dante Dauz, Community Engagement & Business Development Director, Union of Pan Asian Communities (UPAC)
 - UPAC utilized their ARPA microgrant to provide free printing, graphic design and banner making services to assist small business owners in City Heights and Southeastern San Diego to promote their businesses as they recover from the pandemic.

3. Action Items

- A. Budget Priority List and Community Outreach **(ACTION)**
 - Jim Schneider made a motion to approve the SBAB Budget Priorities List with a second by Sarah Mattinson. Yes; Jeff Barger, Jim Schneider, Natasha Salgado, Sam Nejabat, Sarah Mattinson, Austin Evans. Abstain: None. Absent: Donna DeBerry, Shane Beard, Tristan Barnum, Jason Paguio.
- B. Drafting Advising Letter **(ACTION)**
 - Jim Schneider made a motion to approve the contents of the Advising Letter and Budget Priority List to be sent to the Mayor and City Council with a second by Natasha Salgado. Yes; Jim Schneider, Natasha Salgado, Sarah Mattinson, Sam Nejabat, Jeff Barger, and Austin Evans. Abstain: None. Absent: Donna DeBerry, Shane Beard, Tristan Barnum, Jason Paguio.

4. Administrative Items

- A. Development Services Department Technical Advisory Committee Report
 - No Report.
- B. Economic Development Department Staff Report
 - The ARPA Microgrant Capacity Building Program has made awards to 23 organizations and is nearly expended.
 - The Small Business and Nonprofit Relief Fund has been full expended.
 - The Sidewalk Vending Ordinance will be moved forward for a full vote by the City Council.
 - The Storefront Improvement Program is taking new applications.
- C. Suggested Items for Future Meetings
 - Development Services Department update on Spaces as Places
 - Continue conversations with Kim Desmond and the Department of Race and Equity
 - County of San Diego's Microenterprise Home-Kitchen Operation ([MEHKO](#)) program and the training offered by the SBDC
 - Business Tax Certificate
- D. Adjournment*
 - The meeting was adjourned at 9:53 a.m.

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

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