



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

September 18, 2020  
9:00 a.m. – 10:30 a.m.

[Meeting video](#) available on the City of San Diego Public Meetings YouTube Channel

BOARD MEMBERS PRESENT	BOARD MEMBERS ABSENT
Michelle Gray – Board Chair Shane Beard – Board Vice Chair Catherine Arambula Edward Barbat Jeff Barger Tristan Brown Austin Evans Ruben Garcia Jim Schneider	Viviane Windmiller

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

**1. Call to Order and Introductions**

Michelle Gray, Chair, called the meeting to order at 9:02 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:**

With a motion by Shane Beard, Vice Chair, and a second from Tristan Brown, the Board approved the minutes with changes to reflect the absence of Jeff Barger and Austin Evans. Yes: Tristan Brown, Jim Schneider, Catherine Arambula, Shane Beard, Edward Barbat, Ruben Garcia, Michelle Gray; No: None; Abstain: Jeff Barger, Austin Evans; Absent: Viviane Windmiller

**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:** Chris Larson, Development Services Department (DSD), reported that the committee has been meeting and discussing the recent changes in DSD including the recent change to all online permitting.
- D. Economic Development Department Liaison Report:** Sean Karafin, Neighborhood Investment Manager, provided an update of the City of San Diego Small Business Relief Fund (SBRF). This update included data up through August 20, 2020. Karafin also explained the four funding products that are part of the overall SBRF.

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

- A. **Temporary Outdoor Business – DISCUSSION:** Chris Larson, Development Services Department presented a Power Point outlining the process and outcomes of the [Temporary Outdoor Business Permit](#).
- B. **Entrepreneurship During a Pandemic – DISCUSSION:** Elizabeth Schott, CEO, of [Accion Serving Southern California](#) and Daniel Fitzgerald Associate Director of [San Diego & Imperial SBDC](#) Network provided an update to the board regarding the trends they are seeing in new regional business creation at their organizations. Schott announced three of the new business loans they have worked on since the beginning of the pandemic began. Fitzgerald announced SBDC has created videos for their Startup in a Day program to make it available on-demand.

**6. Adjournment**

The meeting was adjourned by Gray a at 10:28 a.m. The Small Business Advisory Board is scheduled to meet on October 16, 2020.