



SMALL BUSINESS ADVISORY BOARD (SBAB) DRAFT MEETING MINUTES

May 20, 2016

Central Library/Mary Hollis Clark Conference Center
330 Park Blvd.
San Diego, CA 92101

BOARD MEMBERS PRESENT	BOARD MEMBERS ABSENT
Catherine Arambula Joseph Fox Edward Barbat Dr. Ruben Garcia Gary Peterson Warren Simon	Antonio Barbosa Robert Glick Michelle Gray Guy Hanford

CITY STAFF
Elizabeth Studebaker – Neighborhood Investment Manager Meredith Dibden-Brown – Business Development Manager Tina Hines – Business Development Specialist

1. Welcome & Call to Order

- Dr. Ruben Garcia, Chairman of the Small Business Advisory Board, called the meeting to order at 8:46 a.m.

2. Approval of Minutes:

- A motion was made by Catherine Arambula to approve the April 15, 2016 Minutes. There was a second by Edward Barbat. Yes: 5, No: 0, Abstain: 1 (Joseph Fox), Absent: 5

3. Public Comment:

- No Public Comment

4. Administrative Items:

- a. Board Administrative Items and/or Non-Agenda Comments – Liz Studebaker reminded SBAB members that meetings are now held the 3rd Friday of every month.
- b. Requests of Agenda Revisions (continuances, changes in order, etc.) – None
- c. Development Services Department Technical Advisory Committee – None
- d. Economic Development Department- Liaison Report – Liz Studebaker deferred her commentary until the Small Business Advisory Board Internal Committee Report item on the agenda.

5. Information Item: Local Incentives Support Corporation (LISC) Presentation

- Kwofi Reed, Program Officer with Local Incentives Support Corporation (LISC) stated that his non-profit organization operates in 30 cities and has been in San Diego for 25 years.

LISC provides loans, grants, equity investments, policy and technical assistance to non-profit partners. LISC has invested 212 million dollars and has leveraged 843 million dollars to construct 6,000 affordable housing units and more than a million square feet of commercial space locally.

LISC is currently promoting a crowd funded loan program for small and micro businesses called Kiva Zip. The loan is interest free and up to \$10,000. It may be used to cover costs such as inventory, staffing, and equipment purchases. A prerequisite to having access to the Kiva Zip lending pool is to create an online business profile and to raise funds from a personal network of friends and family.

6. Small Business Advisory Board Internal Committee Report

- Liz Studebaker stated that Catherine Arambula, Antonio Barbosa, and Michelle Gray were in attendance of a meeting with Erik Caldwell regarding a potential work plan for the SBAB.

The SBAB Internal Committee discussed the Economic Development Department Tactical Plan, Business Walks, and the promotional materials of Economic Development Programs as items to be considered in the formulation of a work plan .

Additionally, there was discussion about the development of a software platform similar to Open Counter that can connect existing business owners within underserved communities to resources.

Furthermore, Liz mentioned that the next Business Walk is scheduled for Thursday, June 30th in Pacific Beach. An invitation to the SBAB members to participate as volunteers was extended.

7. BID Council Report

- Warren Simon mentioned that BID Council elections were held last month. Jim Schneider from the College Area Business District has been elected as the new BID Council Board President.

Additionally the BID Council is in the process of working on their budget for fiscal year 2017.

8. Discussion of FY 2017 Small Business Enhancement Program (SBEP) Application & Process

- Meredith Dibden-Brown stated that the SBEP application period is now open. This grant funding can be applied for by non-profit organizations that operate city wide.

The minimum amount that can be applied for is \$10,000 and the maximum \$25,000. The contract duration for fiscal year 2017 will begin July 1, 2016 through June 30, 2017. The deadline for SBEP application submission is June 2, 2016 at 5:00 p.m.

Meredith inquired if SBAB members would be interested in volunteering for the SBEP application review panel scheduled for Friday, June 10th from 9:30 to 11:30 a.m. Interested parties were asked to send an email to either Meredith or Liz.

9. 2016 SBAB Outreach Meeting

- Dr. Ruben Garcia, SBAB Chair stated that the annual SBAB Outreach meeting is scheduled for October 28, 2016 in the Shiley Special Events Suite at the Downtown Central Library. There was a discussion about potential guest speakers and the next steps in the process.

10. Next Meeting Date

- The next meeting is June 17, 2016 at 8:45 a.m. at the Central Library, Mary Hollis Clark Conference Room, located at 330 Park Blvd., San Diego, CA 92101.

11. Adjournment

- The meeting was adjourned by Chairman Ruben Garcia without objection at 9:41 a.m.