

**CITY OF SAN JOSE
SMALL BUSINESS DEVELOPMENT COMMISSION
AUGUST 12, 2009, 6:00 – 8:00 P.M.**

**SAN JOSE BIOCENTER
5941 OPTICAL COURT, SAN JOSE**

- 1. CALL TO ORDER**
- 2. APPROVAL OF THE AGENDA – 1 MIN.**
- 3. APPROVAL OF JULY 8, 2009 SYNOPSIS – 5 MIN.**
- 4. OPEN FORUM/ PUBLIC COMMENT / ORAL PETITION PERIOD – 2 MIN. EACH**
Any person may address the Commission on any subject not on the agenda. Speakers are asked to state their name and address for the record. Since the subject is not on the agenda, the Brown Act (State Open Meeting Law) prohibits action by Commission members or City Staff. However, Commission members and City Staff may briefly respond to statements or questions and/or provide referral to Staff. The Commission may place the item on an agenda for a future meeting.
- 5. BUSINESS ASSISTANCE ORGANIZATION(S) – 30 MIN. ORGANIZATION, INFORMATIONAL**
The SBD Commission has invited a range of business assistance organizations to discuss the challenges that they see as significant to small businesses in selling to government and other areas and what types of initiatives they are engaged in to address those.
- 6. EMPLOYEE TRAINING PROGRAMS – 15 MIN. STAFF, INFORMATIONAL**
Staff will provide information about the types of programs available to assist businesses with (re)training of employees.
- 7. IMPROVING THE CITY PLANNING PROCESS – 20 MIN. BRAUNSTEIN, ACTION**
Commissioner Braunstein would like to discuss potential improvements to the development process to improve efficiency and speed. The Commission may consider taking action to pursue the discussion further.
- 8. PUBLIC AWARENESS COMMITTEE REPORT – 20 MIN. WANG, ACTION**
The committee will report on its progress and may request further authorization from the Commission as a whole.

9. FUTURE MEETING LOCATIONS – 10 MIN.

COMMISSIONERS, ACTION

Commission to consider future offsite meeting locations.

10. STAFF REPORT

11. CHAIR REPORT

12. NEW AGENDA ITEMS – 5 MIN.

- **DBE PROGRAM UPDATE (SEPTEMBER)**
- **PROCUREMENT SURVEY RESULTS (SEPTEMBER)**
- **QUARTERLY AIRPORT CONSTRUCTION REPORT (SEPTEMBER)**

13. ADJOURNMENT

For questions regarding the agenda, please contact Dhez Woodworth at (408) 535-8181.

You may view this agenda and related documents at <http://www.sjeconomy.com/businessassistance/sbdc.asp> along with minutes, agendas and packets from previous meetings.

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the City Manager's Office at San Jose City Hall, 200 E. Santa Clara St., 17th Floor, San Jose, CA 95113 at the same time that the public records are distributed or made available to the legislative body.

To request an accommodation or alternative format for City-sponsored meetings, events or printed materials, please call Rosemary Maire or Dhez Woodworth of the Office of Economic Development at (408) 535-8181 or (408) 294-9337 (TTY) as soon as possible, but at least three business days before the meeting/event.