

**CITY OF SAN JOSE
SMALL BUSINESS DEVELOPMENT COMMISSION
NOVEMBER 12, 2008, 6:00 – 8:00 P.M.**

SAN JOSE CITY HALL - 200 E. SANTA CLARA STREET –TOWER 1446

- 1. CALL TO ORDER**
- 2. APPROVAL OF THE AGENDA – 1 MIN.**
- 3. APPROVAL OF THE SYNOPSIS OF OCTOBER 8, 2008 MEETING – 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. ~~PROCUREMENT SURVEY RESULTS~~ – 15 MIN. STAFF, INFORMATIONAL**
Staff from the Purchasing Division of the Finance Department will provide an update on the survey of vendors.
- 7. INVITATIONS TO ASSISTANCE ORGANIZATION (S) – 15 MIN. STAFF, ACTION**
The SBD Commission will prioritize and adopt a list of target organizations based on former Commissioner Brian Wei's proposals.
- 8. REPORT FROM SUBCOMMITTEES –30 MIN. WANG, MAI AND DANCER, INFORMATIONAL**
Commissioners Wang, Mai and Dancer or designees will report out on subcommittee activities as required.
 - Public Awareness (Wang)
 - Program Effectiveness (Mai)
 - Participation in City Opportunities (Dancer)

Deferred to 12/10

9. COMMISSION NOMINATIONS/ELECTIONS – 15 MIN. COMMISSIONERS, ACTION
Commissioners will nominate and vote to fill the Chair and Vice-Chair positions.

10. STAFF REPORT

11. CHAIR REPORT

12. NEW AGENDA ITEMS – 5 MIN.

- Three-Year Airport Update (December)
- Local/Small Business Report (December)

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.