



### 3. APPROVAL OF July 9, 2008 SYNOPSIS

Corrections:

- None

Motion: Approval

Motion:            1) Smith            2) Olivo            X App            no

### 4. ORAL PETITIONS/COMMENTS

- James Charles commended the Commission on getting hard data
- Requested that the Commission keep an eye on the sign-in sheet

### 5. QUARTERLY AIRPORT CONSTRUCTION REPORT

- Harry Freitas is Ill

Motion: Defer item until September

Motion:            1) Olivo            2) Mai            X app            no

### 6. CONSIDERATION OF NEW APPROACHES TO FURTHER SBD COMMISSION

- Commissioner Wei recommended:
  - i. that the group look at developing a 3-year plan. The one-year plan should support the long-term view
  - ii. A better understanding of what small business programs are available would be beneficial to the development of the workplan; Stakeholders should be invited to participate in discussion of workplan
  - iii. Evaluate the nature of the local clusters
- There are a lot of resources out there. Some analysis would be helpful
- Outreach should be incorporated into the clearinghouse
- Narrowing the focus on contracting may allow more progress
- Limited number of meetings
- Work2Future and Business Owner Space provide many services and overlap should be avoided
- There would be a lot of work to talk directly to each San Jose business

- Language may also be a factor in terms of businesses taking advantage of the programs
- A long-term workplan does have advantages; applying it may pose issues
- Perhaps the “mapping” (program list) has been created by other groups?

Commissioner Chu arrived at 6:34

Motion: For the development of a Strategic Workplan Development Subcommittee to draft new 1-year and 3-year Workplans

Motion:                    1) Wei                    2) Mai                    app    X                    no

Motion: Invitation of stakeholders to the September SBD Commission Meeting to participate in discussions with the Commissioners on current initiatives and discuss avenues of partnerships

**Chair and Commissioner Wei will draft letter**

Motion:                    1) Wei                    2) Wang                    X App                    no

Motion: For the SBD Commission to seek out resources to ascertain the viability of a network and cluster development program for the City of San Jose.

Motion:                    1) Wei                    2) No Second                    app                    no

**7. REPORT FROM SUBCOMMITTEES**

- Communications – No Report
- Program Effectiveness
- Participation in City Opportunities
  - i. Commissioner Dancer will work with staff

**8. SAN FRANCISCO SMALL BUSINESS COMMISSION MEETING**

- SF Small Business Commission was impressed by the City’s procurement system.
- 4 appointees by Mayor, 3 by Supervisors - > recommendations to Council.

- The SF Small Business Commission is currently working on the planning process
- They are televised and have official looking name tags
- Meetings are more rigid
- The staff person runs the meeting; the Chair presides but doesn't officiate and track meeting
- Some of the innovations can be incorporated into the next phase of workplans

9. STATUS OF EXPANSION OF DUTIES

- Initial presentation has been made to the City Manager by Deputy City Manager Duenas; Report is anticipated to go to September/October Council meeting

10. STAFF REPORT

- None

11. CHAIR REPORT

- Going to SF SB Commission was very beneficial

NEW AGENDA ITEMS – 5 MIN.

- STAKEHOLDER MEETING
- THREE –YEAR AIRPORT UPDATE
- AIRPORT QUARTERLY REPORT (OCTOBER)
- SUBCOMMITTEE REPORTS (OCTOBER)
- PROCUREMENT SURVEY RESULTS (NOVEMBER)

12. ADJOURNMENT 7:25 PM

Motion: Adjourn

Motion:            1) Olivo                    2) Wei                    X app                    No