

**CITY OF SAN JOSE
SMALL BUSINESS DEVELOPMENT COMMISSION
SEPTEMBER 9, 2009, 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 AUGUST 12, 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. PROCUREMENT SURVEY – 20 MIN. STAFF, INFORMATIONAL**
Staff will present information regarding the status of the procurement survey.
- 7. QUARTERLY AIRPORT CONSTRUCTION REPORT – 20 MIN. STAFF, INFORMATIONAL**
Staff will provide an update on the Airport construction sub-contracting.
- 8. REPORT FROM PUBLIC AWARENESS COMMITTEE – 20 MIN. WANG, INFORMATIONAL**
Commissioner Wang will report on the meeting of the Public Awareness Committee.
- 9. STAFF REPORT**
- 10. CHAIR REPORT**

11. NEW AGENDA ITEMS – 5 MIN.

12. 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.

**CITY OF SAN JOSE
SMALL BUSINESS DEVELOPMENT COMMISSION**

Synopsis (Not Approved)
August 12, 2009

San Jose BioCenter
5941 Optical Court

START TIME: 6:46 pm

ADJOURNMENT 8:02 pm

COMMISSIONERS PRESENT:

Brian Ho
Helen Wang
James E. Smith
Joyce Puopolo
Molly Uzoh
Rudy Rodriguez
Robert Braunstein
Thai Mai
Johnny Khamis

COMMISSIONERS ABSENT

Minh Quoc Duong
Norman C. Nguyen (unexcused)
Miguel Olivo (unexcused)
D. Dallas Radcliffe (excused)

Council Liaison
Evonne Lai

City Staff
Dhez Woodworth (Office of Economic Development)

Public Present
Jesus Antonio Paredes
Juan Chavez
Mario Munoz

1. CALL TO ORDER
Called to order by Rodriguez at 6: pm
2. APPROVAL OF AGENDA

Corrections:

- None

Motion: Approval

Motion: 1) Smith 2) Khamis X App no

3. APPROVAL OF JULY 8, 2009 SYNOPSIS

Corrections:

- None

Motion: Approval

Motion: 1) Khamis 2) Wang X App no

4. OPEN FORUM/ PUBLIC COMMENT/ ORAL PETITION PERIOD

- Rodriguez introduced mentees Jesus Antonio Paredes, Juan Chavez and Mario Munoz.
- Juan Chavez – business major at National Hispanic University
- Jesus Paredes – Student at National Hispanic University
- Mario Munoz – considering his future

5. BUSINESS ASSISTANCE ORGANIZATION(S)

- Gayle Fagan Director of the San Jose BioCenter conducted a tour prior to the meeting being called to order.
- Interest in seeing the long-term implications/measurements
- Positive business friendly location

6. EMPLOYEE TRAINING PROGRAMS

- Dhez Woodworth, Economic Development Officer, discussed the On-the-job Training and Customized Training options available to businesses

7. IMPROVING THE CITY PLANNING PROCESS

- Braunstein discussed a number of anecdotes about bad small business experiences

Woodworth to arrange for PBCE representative to discuss performance measures and Small Business Ambassador Program

8. PUBLIC AWARENESS COMMITTEE REPORT

- Will schedule a meeting

9. FUTURE MEETING LOCATIONS

- Motion: November Meeting to be held at the Work2Future Parkmoor

Motion: 1) Khamis 2) Braunstein X App no

- eCenter
- US Market Access Center were also discussed

10. STAFF REPORT

- None

11. CHAIR REPORT

- Meeting scheduled with Councilmember Nguyen

NEW AGENDA ITEMS – 5 MIN.

- Future Meeting Locations
- Report from Public Awareness Committee
- PBCE Report
- Airport Quarterly Report
- DBE Program Update

12. ADJOURNMENT 8:02 PM