

**ADOPTED PRIORITIES & WORKPLAN 2020
04/09/20**

Adopted Priorities 2020

On February 13, 2020 the Small Business Advisory Task force considered 17 priority nominations and adopted the following three priorities:

- 1) **Procurement/Contracting**; increase small and/or minority owned business engagement with the City of San Jose; further develop outreach and contract opportunities for small businesses with the City; continue support of City’s Construction Academy to ensure its success.
- 2) **American Disability Act Compliance (ADA)**; eliminate ADA compliance that fosters “drive-by” lawsuit threats targeted at small business; establish process that identifies small business that are not ADA compliant before lawsuits are filed against them.
- 3) **Small Business Displacement**; assist businesses that are victims of excessive rent increases; prevent displacement.

In addition to the new priorities for 2020, the Task Force expressed interest in continuing to work on the following items addressed in 2019:

- Evaluation of new procurement portal Biddingo, especially after full implementation across City Departments.
- Follow-up regarding the availability of an email database of San Jose registered businesses that is accessible across City Departments for improved outreach and communication strategies.
- Consider establishing Subcommittee on Communication to Small Businesses to address Antidisplacement
- Follow-up on recommendations provided by Subcommittee on Language & Cultural Barriers

Two nominations were designated as presentation topics at future meetings:

- 1) Better understanding of benefits and operations of opportunity zones
- 2) Monthly/quarterly conversations with a “live” small business owner – this has been designated as “Small Talk with Small Business” and a small business owner will be invited to speak with our Task Force so that Members can hear first hand about real issues that can help shape and affect City policy and opportunities for small businesses.

Workplan 2020

Due to the COVID-19 Shelter in Place Order as of March 16, 2020, the work plan of the Task Force was adjusted to address high priority issues affecting small and local businesses to ensure support, policies, and tools needed to survive and thrive during the pandemic.

Meeting Topic Descriptions	Meeting Date	Notes/Attachments
Provide feedback on City's proposed urgency paid sick leave during the COVID-19 state of emergency	03/30/20	Members to discuss feedback and consider potential action for upcoming Council Meeting, e.g. letter, public comments
Update on City's Response for Small Businesses to COVID-19	04/09/20	Dhez Woodworth and Vic Farlie of the Office of Economic Development to present
Virtual Chamber Services Application Presentation: Review of City Proposed Ordinance Allowing Local Business to Operate Outdoors	05/14/20	Member Carl Davis Jr. to present overview of application; Mayor's Office to present new City <i>Ordinance Al Fresco</i> ; Task Force provided input.
Introduction of Silicon Valley Economic Recovery Roundtable; discussion regarding impacts of George Floyd protests.	06/11/20	Kelly Kline and Ru Weerakoon of the Mayor's Office introduced the Silicon Valley Economic Recovery Roundtable (SVRR); Task Force Members discussed impacts of George Floyd Protest.
Presentation on Silicon Valley Economic Recovery Roundtable; SBATF Statement Re: George Floyd Protests (All)	06/18/20 <i>(Special Meeting)</i>	Kelly Kline Ru Weerakoon presented structure, membership, and workplan of the SVRR; Task Force provided input; Task Force endorsed statement in support of Black Lives Matter.
Review of Potential Ballot Measure to Amend the City Charter	06/26/20 <i>(Special Meeting)</i>	Council Member Sergio Jimenez to present overview of proposed ballot measure; Task Force to consider position.

Meeting Topic Descriptions	Meeting Date	Notes/Attachments
City of San Jose Construction Academy; Review of Proposition 16; Task Force Membership; Review of City's Small Business grant programs	08/13/20	Sandra Freitas to present on upcoming virtual Construction Academy; Task Force to create subcommittee to review composition and appointments; Bena Chang to review Propositon16: Repeal Proposition 209 Affirmative Action Amendment; Dhez Woodworth to review City of San José's Small Business Rent Relief Grant Program and Dennis King to review CDBG Microenterprise Grant Program.
Construction Academy; Update on Rent Relief Program; Review of SVRR Report;	09/10/20	Kelly Kline to present review of SVRR Report; Vice Mayor Jones to present update on proposed charter amendment (Measure G).
Bylaws amendments for review; Local Hire Presentation; Chair & Vice Chair Nominations; update on Rent Relief Program.	10/8/20	Public Works Department to provide overview of Local Hire and next steps.
Update on Disadvantage Business Enterprise and Contracting with Local and Small Business in FY19-20; Small Business Recovery Approaches	11/12/20	Presentation from David French on Small Business Construction Participation; Small Business Recovery Approaches from Christine Keung & Lily Guggenheim (Mayor's Office)
Review of Task Force structure and appointment of new members; rend-of-year recognition event	12/10/20	Subcommittee to present recommendations. Vice Mayor to recognize Task Force Members and review accomplishments.