



**SMALL BUSINESS COMMISSION  
Outreach and Economic Committee  
NOTICE OF MEETING & AGENDA**



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**Thursday December 6, 2012  
2:00 P.M. – 4:00 pm**

**CITY HALL, ROOM 421**  
1 Dr. Carlton B. Goodlett Place, San Francisco CA 94102

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**COMMITTEE MEMBERS:**

Commissioner Kathleen Dooley, Chair  
Commissioners Mark Dwight, Monetta While

Regina Dick-Endrizzi, Executive Director

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1. Roll call for the December 6, 2012, Outreach and Economic Committee meeting.
2. Approval of the November 1, 2012 Outreach and Economic Committee minutes: Explanatory Document: Draft November 1, 2012 Outreach and Economic Committee minutes. (Action Item)
3. General Public Comment. (Discussion Item)
4. Discussion and action to nominate a small business and city employee(s) for the Small Business Commissioners recognition programs. (Discussion and Action Item)
5. Discussion and possible action on Vacancy Legislation and Database. (Discussion and Possible Action Item)
6. Discussion and possible action recommending adoption of a police statement regarding supermarkets that establish "Convenience Zones" in the City of San Francisco. (Discussion and Possible Action Item)
7. Discussion on outreach for ordinances previously passed by the Board of Supervisors (Discussion Item)
8. Discussion on the 2012 projects, programs and priorities list for the Committee. Explanatory Documents: List of Outreach and Economic Committee 2012 projects, programs and priorities. (Discussion and Action Item)
9. Standing staff report (report and review of budget, Small Business Week, items assigned to staff, and on-going business of the committee.) (Discussion Item)
10. Commissioner Reports. (Discussion Item)
11. New Business – allows committee members to introduce new agenda items for future consideration by the committee.
12. Adjournment

\*Public Comment will be taken before or during the Committee's consideration of each agenda item. Copies of explanatory documents and other related materials listed in this agenda are available for public inspection and/or copying at City Hall, Room 110. Please call Chris Schulman at (415) 554-6408 to make arrangements for pick up or review.

SMALL BUSINESS COMMISSION  
1 DR. CARLTON B. GOODLETT PLACE, #110  
SAN FRANCISCO, CA 94102  
415.554.6408  
415.558.7844  
REGINA DICK-ENDRIZZI, EXECUTIVE DIRECTOR

### **Know Your Rights Under the Sunshine Ordinance**

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that city operations are open for the people's review. For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force at 554-6083. To obtain a free copy of the Sunshine Ordinance contact:

Frank Darby, Administrator  
City Hall, Room 244  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102-4683  
Office: (415) 554-7724  
Fax: (415) 554-5163  
E-Mail: [sotf@sfgov.org](mailto:sotf@sfgov.org)

Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at [www.sfgov.org](http://www.sfgov.org).

### **Cell Phone and/or Sound-Producing Electronic Device Usage at Hearings**

Effective January 21, 2001, the Board of Supervisors amended the Sunshine Ordinance by adding the following provision: The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

### **Disability Access Policy**

Accessible seating for persons with disabilities (including those using wheelchairs) is available. The closest accessible BART Station is the Civic Center station located at the intersection of Market, Hyde and Grove Streets. Accessible MUNI lines serving the Veterans Building are 42 Downtown Loop and the #71 Haight/Noriega and the F line to Market and Van Ness and the Metro stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services call 923-6142. Accessible parking in the vicinity of the Veterans Building adjacent to Davies Hall and the War Memorial Complex. American Sign Language interpreters and/or a sound enhancement system will be available upon request by contacting Milton Edelin at 558-6410 at least 72 hours prior to a hearing. Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call our accessibility hotline at (415) 554-8925 to discuss meeting accessibility. In order to assist the city's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the city to accommodate these individuals.

### **Translation Services**

Interpreters for languages other than English are available on request. Sign language interpreters are also available on request. For other accommodation, please call the Department of Human Services staff support representative at 557-5989 at least two business days before a meeting.

### **Lobbyist Ordinance**

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by San Francisco Lobbyist Ordinance [Article II of the San Francisco Campaign and Governmental Conduct Code] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 30 Van Ness Ave., Suite 3900, SF 94102 (415) 581-2300, FAX (415) 581-2317 and web site address at <http://www.sfgov.org/ethics/>.

### **Chemical Sensitivity**

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical base products. Please help the City accommodate these individuals.