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**SMALL BUSINESS COMMISSION**  
**DRAFT - MEETING MINUTES**

Monday, July 22, 2019  
2:00P.M.  
City Hall, Room 400  
1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102

**SMALL BUSINESS COMMISSIONERS**  
Stephen Adams, President  
Mark Dwight, Vice President  
Kathleen Dooley; Sharky Laguana; William Ortiz-Cartagena;

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**1. Call to order and roll call.**

The meeting was called to order at 2:02pm.

Commissioners: Adams, Dooley, Dwight, Laguana, Yee Riley\*, and Zouzounis were present.

Staff in attendance: Richard Kurylo, Dominica Donovan (Senior Policy Analyst).

\*Commissioner Yee-Riley arrived during Item 3.

**2. General Public Comment. (Discussion Item)**

No members of the public requested to speak.

**3. Approval of Legacy Business Registry Applications and Resolutions. (Discussion and Action Item)**

- a) Lang Antique and Estate Jewelry
- b) Lucca's Foods Deli & Wine Shop
- c) Punch Line San Francisco
- d) Scoma's Restaurant, Inc.

Richard Kurylo (Program Manager, Legacy Business Program) informed the Commission that the above applications met the criteria for the Legacy Business Registry, and received a positive recommendation from the Historic Preservation Commission. Mr. Kurylo recommended that the SBC adopt a resolution to include the businesses listed above on the Legacy Business Registry as a Legacy Business under Administrative Code Section 2A.242.

**Public Comment:**

Michael Groser spoke in favor of Punchline Comedy Club.

Will Durst spoke in favor of Punchline Comedy Club.

Nicole Corsini spoke in favor of Lang Antique and Estate Jewelry

Debbie Durst spoke in favor of Punchline Comedy Club.

Maryanne Costello spoke in favor of Scoma's Restaurant.

Suzanne Martinez spoke in favor of Lang Antique and Estate Jewelry.

Tom Creden spoke in favor of Scoma's Restaurant.

Nado Green spoke in favor of Punchline Comedy Club.

Joe [last name not legible] spoke in favor of Punchline Comedy Club.

Sunny Angulo, Legislative Aide to Supervisor Peskin, spoke in favor of the Legacy Business Applications.

Commissioners Dwight, Dooley, Zouzounis, Laguana, and Adams spoke in support of the businesses.

Motion: Commissioner Dwight motioned to approve all four resolutions as Legacy Businesses under Administrative Code Section 2A.242.

2nd: Commissioner Dooley.

Aye: 6

Nay: 0

Absent: 1

Motion passed: 6-0.

**4. Board of Supervisors File No. 190710: Health Code - Food Preparation and Service Establishment Disclosures. (Discussion and Action Item)**

Calvin Yan, Legislative Aide to Supervisor Aaron Peskin with Patrick Fosdahl and Terrance Hong from the Department of Public Health presented the legislation to the Commission. Mr. Yan first introduced the legislation and thanked Lisa O'Malley, formerly with DPH for her work. Assistant Director Fosdahl shared remarks regarding the legislation and introduced Terrance Hong.

Mr. Hong provided an in depth overview of the legislation. Specifically, he highlighted that the current system is outdated and often does not reflect the current condition of the food facility. Additionally, San Francisco's current scoring system also does not align with other Bay Area neighboring counties. The new scoring system would be color-coded and would be reflective of the restaurants' score in real time.

Commissioner Zouzounis commended the legislation and signaled her support for it. She inquired with regard to what types of inspections are conducted when DPH inspects restaurants, and whether the inspection requirements change and how restaurants are noticed. Mr. Hong replied that restaurants would be noticed long before the inspection takes place if significant changes to the inspection structure are made.

Commissioner Laguana also commended the legislation and observed that its both business and customer friendly.

Commissioner Yee-Riley also praised the legislation. She asked how big the placards will be. Mr. Hong gave her the dimensions and also shared that it would need to be posted in a clearly visible location.

Commissioner Adams also lauded the legislation.

Public Comment:

Chaavi Saani with the Golden Gate Restaurant Association (GGRA) praised the legislation and stated the GGRA's support.

Maryanne Costello spoke in favor of the legislation.

Motion: Commissioner Dooley motioned to support the legislation as presented.

2<sup>nd</sup>: Commissioner Zouzounis.

Aye: 6

Nay: 0

Absent: 1

Motion passed: 6-0.

**5. Presentation on FY 19/20 Accessibility Grants for Accessible Business Entrance Program (ABE) and Legacy Business Program. (Discussion Item).**

Rhea Aguinaldo, Project/Case Manager for Office of Small Business presented on this item. She discussed the Disability Access and Education Fund, the FY 19-20 ABE Grant for Small Businesses, the budget for the FY 19-20 Legacy Business Accessibility Grant, and on ADA Business Support.

Commissioner Adams commended the outreach efforts relating to CASP inspections and noted that they have been successful.

Commissioner Laguana noted how important this program is and first asked, with regard to the budget, if there was a provision that funds be spent within their fiscal year. Ms. Aguinaldo confirmed that the funds carry over year to year. Director Dick-Endrizzi also noted that spending reports must be submitted to the States.

Commissioner Laguana also asked about the effectiveness of mailers, especially where it is 11% of the budget. Ms. Aguinaldo shared that the mailers reach ~90k businesses but, that a mailer has not been sent during her tenure. She also shared that the line item could be revisited. Commissioner Laguana concurred and suggested that the communications strategy be more mobile centric.

He also asked about whether CASP outreach fully explains how a CASP report can benefit a business. Ms. Aguinaldo explained that it does and more outreach can always be done.

Commissioner Zouzounis asked whether a list of businesses that have been unresponsive is kept. Ms. Aguinaldo explained that accessible business entrances are the responsibility of the owner and that she keeps a running list of who has been responsive.

No members of the public requested to speak.

**6. Board of Supervisors File No. 190775: Resolution Urging the Office of Small Business to Convene a Small Business Economic Mitigation Working Group (Discussion Item).**

Director Dick-Endrizzi shared that Supervisor Walton has issued a resolution based off of the Commission's related resolution. She noted that the Office of Small Business has been charged with organizing an Economic Mitigation Working Group. Commissioner Adams noted that Commissioner Zouzounis should sit on the group.

No members of the public requested to speak.

**7. Approval of Draft Meeting Minutes. (Action Item)**

No members of the public requested to speak.

Motion: Commissioner Yee-Riley motioned to approve the June 24, 2019 Meeting Minutes.

2<sup>nd</sup>: Commissioner Laguana.

Aye: 6

Nay: 0

Absent: 1  
Motion passed: 6-0.

**8. Director's Report. (Discussion Item).**

Director Dick-Endrizzi provided an update on the California Redemption Value, Legacy Business Budget Increase, the Small Business Roundtable outcomes, a Job Fair taking place in August, and SF Unemployment numbers for June 2019. She also provided an overview of four ballot initiative ordinances before the Board of Supervisors. She shared that the ActivSpace and Small Business Streamlining Legislation are still being considered. State bills being tracked include AB161 and AB 364. She also shared that the move to the new OSB office was successful.

No members of the public requested to speak.

**9. Commissioners' Reports. (Discussion Item)**

Commissioner Adams congratulated Director Dick-Endrizzi for the Office's Work on the Legacy Business Program as it was lauded in the San Francisco Business Times.

Commissioner Dwight attended the month SFCDMA meeting and the 10 year anniversary celebration of SFMade.

Commissioner Dooley noted that the North Beach Business Association is in constant communication with the City with regard to construction projects and timelines.

Commissioner Yee-Riley attended the Dumpling Festival in Chinatown.

Commissioner Laguana is still working with OEWD on a concert for jobs.

No members of the public requested to speak.

**10. New Business. (Discussion Item)**

No members of the public requested to speak.

**11. Adjournment. (Action Item)**

Motion: Commissioner Dwight motioned to adjourn the meeting.

2nd: Commissioner Yee-Riley.

Aye: 6

Nay: 0

Absent: 1

Motion passed: 6-0.

Meeting was adjourned at 4:05pm.