



Local Business Enterprise Advisory Committee (LBEAC)
October 3, 2024 Meeting Minutes

1. Call to Order/Introduction

Chair Galarza called the meeting to order at 10:08 a.m.

Committee Members Present: Matthew Ajiake, Kyndra Cox, Darolyn Davis, Miguel Galarza, Tricia Gregory, Sailaja Kurella, Kent Lim, Wayne Perry, Jae Shin, Tiffany Tatum.

Committee Members Absent: Alaric Degrafinried, Elahe Enssani, Bruce Giron, Queena Lu, Todd Senigar.

CMD Staff Present: Queena Chen, Caitlin Flammer, Ivan Oldenkamp, Ruth Santana, Domenic Viterbo-Martinez, Stephanie Tang.

Members of the Public Present: See Guest Sign-In Sheet posted on LBEAC Meeting page.

2. Director's Report – Stephanie Tang, Director of CMD

a. Stephanie Tang presented the following information:

- i. The equal benefits ordinance is the oldest social policy legislation in the City, and it was designed to promote equity in contracting.
 1. It has been moved from Admin Code Chapter 12B to the Labor and Employment Code Section 131-132.
 2. Prime contractors must comply to be awarded a City contract.
 - ii. CMD has worked through its Equal Benefits case load resulting in 97% reduction in backlog. CMD recognizes the impressive work done by Domenic and Ruth of the Equal Benefits team.
- b. CMD will be administering the Treasure Island Development Association (TIDA) Mentor Protege Program which is part of the TIDA Jobs and Equal Opportunity Program. CMD will send recruitment applications to LBEs before end of year.
- c. The U.S. Navy Hunters Point Shipyard project has changed from a local small business goal to a small business requirement. LBE engagement at the Navy's CAC meetings was crucial to making this happen.
- d. Prop D has strengthened the restricted source definition to include any contract holder which means City employees and departments cannot accept any gifts from contractors.

3. Briefing from Office of Small Business (OSB) - Katy Tang, Director of OSB

a. Katy Tang presented the following information:

- i. OSB offers many resources for free, including:
 1. Helping develop your business idea and researching its feasibility.
 2. Empowering small business owners with letters of intent for negotiating leases and help understanding lease agreements

3. Room 140 at City Hall is open 5 days per week to help people with the business registration process (permits, licenses, filings, leases, zoning).
 - ii. San Francisco's Legacy Business Program incentivizes landlords to provide long-term leases to businesses operating for 30+ years in SF by offering them grants.
 4. Review and approval of the August 1, 2024 LBEAC meeting minutes
 - a. Kyndra Cox, seconded by Tiffany Tatum, moved to approve the August 1, 2024 LBEAC Meeting Minutes.
 - i. Ayes: Cox, Davis, Galarza, Gregory, Lim, Shin, Tatum.
 - ii. Abstain: Ajiake, Kurella, Perry.
 5. Public Comment
 - a. A member of the public asked about the mentors for the TIDA Mentor Protege Program.
 - b. Another asked about the willingness of landlords to use the legacy tenant rent stabilization program.
 - c. One discussed private developers in District 10 bypassing local hiring rules, keeping hyperlocal workers out of projects in their neighborhoods.
 6. Adjournment
 - a. The meeting was adjourned at 11:48 am.