



Local Business Enterprise Advisory Committee (LBEAC) Meeting
August 6, 2026 Meeting Minutes

1. Call to Order/Introduction

Chair Galarza called the meeting to order at 10:05 AM

Committee Members Present: Matthew Ajiake, Kyndra Cox, Darolyn Davis, Miguel Galarza, Bruce Giron, Tricia Gregory, Kamal Hubbard, Kent Lim, Queena Lu, Jae Shin, Tiffany Tatum, Ben Washington

Committee Members Absent: Elahe Enssani, Sailaja Kurella, Wayne Perry

CMD Staff Present: Regina Chan, Kate Mundhenk, Ivan Oldenkamp, Helen Smolinski

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

2. Discussion on the Pilot Mentor-Protégé Program, Pilot Trucking Program, and the Pilot Neighborhood LBE Program

- a. Parameters for the discussion: Members to consider the performance thus far with the pilot programs and whether LBEAC wants to extend the pilots, as they are due to sunset June 30, 2027.
- b. Mentor-Protégé Program (MPP)
 - i. MPP already exists in Chapter 14B but the pilot is intended to attract more mentors. The number of mentors in each cohort does not capture the whole story, such as the amount of time and effort spent on recruiting mentors. Most mentors are repeats.
 - ii. Members suggested asking mentors for feedback on the program; CMD already does this.
 - iii. Another member pointed out there is a misconception that a protégé is guaranteed a contract through the program and that the misconception should be addressed.
 - iv. Member Ajiake asked if there is data for the program for the last 10-years.
- c. Pilot Neighborhood LBE Program.
 - i. CMD provided background and explained the data collected so far on the Neighborhood Pilot Program.
 - ii. A member suggested advocating for extending all three pilots for another 3-5 years to gather more data
 - iii. A member suggested raising contract dollar amount cap above \$10 million; the change would require change in legislation.
 - iv. What is required for the pilots to continue: A member of the BOS to sponsor the extension and then BOS approval.
- d. Pilot Trucking Program.
 - i. Member Gregory recused herself from advocating on the Trucking pilot because as a trucking firm owner, she shared that she has experienced the benefit of this program. Other members expressed that Member Gregory's experience with the Trucking Program is valuable to the discussion.
 - ii. Some questions on the Trucking pilot included -- Why off-site hauling is highlighted.
 - iii. Trucking pilot has, at least anecdotally, resulted in more work for LBE trucking firms.

- e. Next steps.
 - i. Members would like Chapter 6 department heads to attend an LBEAC meeting and meet with the Committee.
 - ii. Chair Galarza asked for a volunteer to write a “White Paper” or “Talking Points” for members to use when speaking to their Supervisors about extending these pilots. The volunteer should contact Director Chan.
 - f. Public comment.
 - i. Requests for more data, especially by zip code, and for data gathered from closeouts, ideally. The sample sizes presented today are too small.
 - ii. Neighborhood LBE Program: is there any data on the dollar amount of contracts and for the LBE amount.
3. Director’s Report – Regina Chan, CMD Director
- a. Director Chan announced the launch of the digital version of Form 1 which will make it easier and more efficient to capture participation in public/ private partnership projects.
 - b. Legislative update includes approval of the budget for FY 26-27 and 27-28 and an ordinance that was approved to correct outdated sections of the administrative code.
 - c. Upcoming events include a City contracting workshop for small businesses on 9/16, a DBE Workshop on 9/2 on becoming certified under the USDOT’s DBE Program requirements, and the next LBEAC meeting (virtual) on 9/3 when City Payment Timelines will be discussed.
 - i. MTA staffer Kamal Hubbard and PUC staffer Helen Duhe shared more about their planned DBE Workshop on 9/2. They explained it would provide hands-on application assistance and that templates and guidelines would be provided.
 - d. Program Evaluation final presentations will occur on 9/17 (virtually) and the in-person option will be at the LBEAC meeting on 10/1.
 - e. Public Comment included concerns over high thresholds for trade packages, a desire for templates and examples of personal statements for DBE certification, the suggestion of using AI for DBE certification, a warning about using AI for DBE certification, a desire for TIDA to come back to a LBEAC meeting, and an alert about Kaiser re-building their hospital on Geary Blvd.
4. Review and approval of the July 2, 2026 LBEAC meeting minutes
- a. Matthew Ajiake, seconded by Tricia Gregory, moved to approve the July 2, 2026 LBEAC Meeting Minutes.
 - i. Ayes: Ajiake, Cox, Galarza, Giron, Gregory, Hubbard, Lim, Lu, Shin, Tatum, Washington
 - ii. Nays: None
 - iii. Abstain: Davis
 - iv. Motion carries.
5. Vote on extending all three pilot programs together vs. extending them individually.
- a. Chair Galarza, seconded by Tricia Gregory, moved to approve extending the three pilot programs together en masse and not individually.
 - i. Ayes: Ajiake, Davis, Galarza, Giron, Gregory, Lim, Shin
 - ii. Nays: None
 - iii. Abstain: Cox, Hubbard, Lu, Tatum, Washington
 - iv. Motion carries.

6. Vote on the length of the extension of the pilot programs.
 - a. Chair Galarza, seconded by Tricia Gregory, moved to approve extending the three pilot programs for five years.
 - i. Ayes: Ajiake, Davis, Galarza, Giron, Gregory, Lim, Shin
 - ii. Nays: None
 - iii. Abstain: Cox, Hubbard, Lu, Tatum, Washington
 - iv. Motion carries.
7. Adjournment
 - a. The meeting was adjourned at 11:59.