

DEPARTMENT: Office of the City Clerk

DEPARTMENT HEAD: Debbie Racca-Sittre

COUNCIL DISTRICT(S) IMPACTED: Citywide

SUBJECT:

Consideration of the creation of a Sub-Committee to review applicants for the Small Business Advisory Commission Vacant At-Large Board Seats.

SUMMARY:

The Economic and Workforce Development Council (EWDC) Committee will consider establishing a Sub-Committee to review and recommend applicants for the four At-Large seats on the Small Business Advisory Commission. The recommended applicants will then be interviewed by the EWDC.

BACKGROUND INFORMATION:

After a Council Consideration Request from Council Member Adriana Rocha Garcia and significant public engagement from Economic Development staff, on February 18, 2021, City Council authorized the creation of a 15-member Small Business Advisory Commission, of which 11 positions are Mayor and Council District specific appointments and four positions are appointed at-large. All members, who must be approved by full City Council, apply through the Boards and Commissions process, through which the Mayor and City Council will select their specific appointments and the remaining at-large members will be interviewed by the Economic and Workforce Development Committee. Each Commission member is to be appointed for a 2-year term for a maximum of 4 consecutive terms (8-year limit).

The 15- member Commission is composed of one small business member/organization residing and/or operating within each of the ten Council Districts. The following table provides the current composition of the Commission.

Category	Total Spots	Filled	Vacant	Eligible Applicants
Small Business < 10 employees ¹	4	4	0	
Small Business 10-50 employees	4	2	2	18
Small Business - Targeted industry	3	3	0	
Small Business Professional or Trade Org	2	0	2	3
Non-Profit Small Biz Service Providers	2	1	1	10
Total	15	10	5	31

Notes

¹ Includes D2 appointee scheduled to go to Council in January 2022

Currently nine of the 11 Council District-specific seats are filled with a tenth scheduled for City Council consideration in January 2022. Appointed SBAC members include:

- District 2 – Henry Woods, *Innovative Construction Group* (pending Council approval)
- District 3 – Judith Canales, *Southside First Economic Development Council*
- District 4 – Juanita Sepulveda, *JFS International, LLC*
- District 5 – Vickie Willoughby, *BrainFreeze*
- District 6 – Rick Tamfu, *Atrox Infotech, LLC*
- District 7 – Katie Sirakos, *Spark Storytelling, LLC*
- District 8 – Sarah Shakil, *CAARS, Inc.*
- District 9 – Jeremy Roberts, *Left Brain Right Brain*
- District 10 – Jim Hollerbach, *Hollerbach and Associates, Inc.*
- Mayoral – Julissa Carielo, *DreamOn Group*

There are 31 eligible applicants within the available categories for the four At-Large positions.

ISSUE:

To provide the EWDC Committee with the time needed to thoroughly evaluate the applicants, it is recommended that a Sub-Committee be established. The Sub-Committee will review the applications and present four to five applicants for the EWDC Committee to interview at the next meeting. On January 10, the EWDC Committee will consider establishing a Sub-Committee and its members.

ALTERNATIVES:

The Economic and Workforce Development Committee could decide not to establish the Sub-Committee and interview the applicants directly.

FISCAL IMPACT:

There is no fiscal impact.

RECOMMENDATION:

Staff recommends establishing a Sub-Committee to review the applicants for the four At-Large Small Business Advisory Commission seats.