



**SMALL BUSINESS ADVISORY BOARD (SBAB) EXTERNAL COMMITTEE  
MEETING AGENDA**

This committee meets TBD

**Thursday, September 2, 2021 from 12PM.**

To attend the meeting, use the Zoom Webinar login information below. Members of the public will be muted during the webinar; however, the public will be able to communicate with the host via the chat function.

**Meeting Link:** <https://sandiego.zoomgov.com/j/1615362489?pwd=ZXJvdEpGZFVMMmNobEtFTFBWZXZTQT09>

Meeting ID: 161 536 2489

Passcode: tbMK2k

**1. Call to Order and Introductions**

**2. Public Comment**

Public comment may be made on any non-agenda topic in the committee's area of responsibility. Virtual attendees will be muted during the webinar. The host will take those off mute that wish to give public comment.

**Review of Last Small Business Advisory Board Meeting**

**3. Discussion of New Information**

- a. Updated consistent meeting time for External Committee Meetings
- b. Discussion of External Committee Roles & Responsibilities

**4. Outreach Coordination Tasks**

**5. Draft Monthly SBAB Approved Letter to Mayor & City Council**

**6. Report Back to SBAB**

**7. Follow Up Assignments for Committee Members**

**8. Adjournment**

Unfinished business shall be tabled and placed on the agenda for the next committee meeting.

**THIS INFORMATION IS AVAILABLE IN ALTERNATIVE FORMATS UPON REQUEST.** To request an alternative format or to request a sign language or oral interpreter for the meeting, please contact Economic Development Department at least five (5) working days before the meeting at (619) 236-6700