

Small Business Council - Outreach, Minutes February 7, 2006

DGS Small Business Council - Outreach Committee

Meeting date and participants

The Outreach Committee met on February 7, 2006, In attendance were:

- Randall Martinez, Chair
- Paul Pendergast, Small Business Owner
- Mariel Dennis, DGS, PD, Office of SB and DVBE Services (OSDS)
- Eric Mandell, DGS, PD, Communications & Outreach (C&O)
- Lori Okamoto, DGS, PD, C&O
- Stewart Mackenzie, CDVA
- Angela D'Ambrosio, CalPERS

1. Improving database search capability (Issue 12)

The committee discussed whether to improve the OSDS BIS keyword feature by use of drop down menus or other methods. The committee did not feel that would be useful, rather, it recommended a complete overhaul of the search tool and replacing it with software with the same flexibility as Google or other now-common internet search engines.

2. TACPA/ EZA/LAMBRA map feature (Issue 16)

Eric shared his research on the web and a live demonstration was provided. The committee provided some comments for improvements.

3. Financial resources on the Web (Issue 22)

Mariel demonstrated the current information and the committee reviewed additional links to be added.

4. Vendor fairs (Issue 25)

Eric reported on the DGS plans for 2006 Resource Exchanges and the Governor's Small Business recognition event currently planned for May 17, 2006, at which there are plans to do spot awards.

5. Eblast to advocates about Web upgrades (Issue 31)

Eric reported on plans to email all Advocates and request their assistance to provide lists of the goods and services each department buys on their Web sites.

6. Brochure review (Issue 35)

The committee reviewed the draft brochure: "You're Certified - Now What?" Comments were provided to DGS for further changes.

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7. Status of BIS2SOS project (Issue 36)

Mariel reported on the progress of the BIS2SOS project. Conversion of existing certified firms is expected to be complete in March 2006. DGS will upgrade its fax server and the last group to be converted will be those firms with "fax only" contacts. In April, there will be a conversion of new firms (Jan-Apr) and then firms will be added daily as certified. Lori discussed the process of emailing new firms about the importance of SOS and keywords.

8. Notifying firms of Council members (Issue 38)

Eric advised C&O will send a notice to all firms to invite them to each SBC meeting and in that notice invite them to contact SBC members, with a link to the contact information on the Web site.

9. PD Spend report with client agencies (Issue 46e)

The PD is unable to provide a comprehensive report at this time, but will attempt to develop one in 2006.

10. "Meet & Greet" events (Issue 59)

Eric briefed on the plan for quarterly Resource Exchanges in 2006.

11. Next meeting

Randall will notify committee members of the next meeting, currently planned for late April 2006.