



Oregon

John A. Kitzhaber, MD, Governor

Department of Administrative Services

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January 24, 2014

The Honorable Richard Devlin, Co-Chair
The Honorable Peter Buckley, Co-Chair
Joint Interim Committee on Ways and Means
H-178 State Capitol
Salem, Oregon 97301

Dear Co-Chair Devlin, Co-Chair Buckley and Committee members:

Nature of the Request

The Department of Administrative Services respectfully submits this letter and accompanying Appendix in response to a budget note contained in 2013 HB 5002-A. The budget note reads:

*The Department of Administrative Services shall coordinate with the Oregon Small Business Development Center Network to enhance the development of training opportunities between state agencies and departments and the Network.**

**The Network is a non-profit association that supports the seventeen small business development centers statewide.*

Agency Action

In November 2013, the Office of the Chief Operating Officer convened all state agencies who offer training opportunities to small businesses throughout Oregon. The Oregon Small Business Development Center Network Executive Director Mr. Michael Lainoff briefed the agencies on the function of the Network and on the mission of Small Business Development Centers (SBDCs) throughout Oregon.

Representatives of fifteen state agencies (see Appendix A) participated and together brainstormed ways for state agencies to partner with the Network and its member SBDCs. Subsequently, a two-way information flow was established between state agencies and SBDCs.

In summary, state agencies will send training opportunities to ContactSBDCs@bizcenter.org and those will be forwarded to SBDCs throughout the state to share with local small businesses. State agencies were also offered an opportunity to schedule trainings at local SBDC offices statewide.

In turn, the Network has committed to sending regular and periodic emails to the state government program managers informing them of local SBDC training activities and events throughout the state. Additionally, state program managers will also be included in the Network's "Stakeholder Newsletter" distribution list. The newsletter is distributed semiannually and contains success stories, updates, information and milestones that the SBDCs have recently experienced.

January 24, 2014

Page 2

As a result of the newly established communication process, the Legislature can expect:

1. Increased small business awareness of state government training opportunities.
2. State government training programs to serve more small businesses more efficiently and effectively.

Action Requested

The Department of Administrative Services respectfully requests acknowledgment of receipt of this report.

Legislation Affected

No Legislation Affected

Sincerely,

A handwritten signature in blue ink, appearing to read "Michael Jordan", with a stylized flourish at the end.

Michael Jordan, COO
DAS Director

cc: Paul Siebert, Legislative Fiscal Office

Appendix A

State Agencies with Training Opportunities for Small Businesses

- Business Oregon
- Bureau of Labor & Industries
- Department of Administrative Services – Procurement Services
- Department of Consumer & Business Services
- Department of Education – Early Learning Division
- Department of Environmental Quality
- Department of Forestry
- Department of Public Safety Standards & Training
- Department of Revenue
- Department of Transportation
- Employment Department
- Governor’s Office of Economic and Business Equity
- Oregon Youth Authority
- Oregon Landscape Contractors Board
- Water Resources Department