



The 2017 Vendor Forum continued the long tradition of breaking attendance records with 436 guests filling the venues and halls of the Government Center. Responses to the various panels were very positive and ideas were garnered for making the Forum even more useful to small business attendees.

There were 31 Fairfax County Departments, 10 Regional Partners, and 14 Community Partners represented at the exhibit tables in the Reverse Trade Show. Connections were made on several levels: (1) businesses with county buyers and opportunities; (2) businesses with other businesses for partnering in a joint opportunity; and (3) small business leaders with mentors and educational opportunities to help grow their businesses.

Panels included: Cybersecurity Panel  
Government Agency Panel  
Government Contractor Panel  
Selling to Fairfax County

The Vendor Forum was sponsored and produced by:

Fairfax County Small Business Commission  
[www.fairfaxcounty.gov/small-business-commission](http://www.fairfaxcounty.gov/small-business-commission)  
#FairfaxSmallBiz

Fairfax County Department of Procurement and Material Management  
[www.fairfaxcounty.gov/procurement](http://www.fairfaxcounty.gov/procurement)



## Annual Report 2017

### Mission & Purpose

The purpose of the Fairfax County Small Business Commission (SBC) is to advise and assist the Board of Supervisors, County Executive and County Purchasing Agent on any matter that will enhance the capability of small, minority-owned, women-owned, service-disabled veterans, and emerging businesses to succeed. Such matters are the formulation of policies or procedures which may affect the management, operation or financial stability of these businesses to better position them to do work in or for Fairfax County.

### Strategic Plan

The Small Business Commission not only accepts and agrees with the aspirations of the One Fairfax policy as it applies to the SBC's goals and objectives, but would extend those aspirations to eliminating any cultural, gender, and/or sexual preference barriers to equal treatment. None of these distinctions should be decisive in business opportunities, distribution of services received from the county or fair and just execution of policy or practice.



## Small Business Commission Committee Accomplishments in 2017:

**Communications** - An email survey was conducted to gauge Vendor Forum participants' reactions to the 2017 Vendor Forum program and provide attendee demographics. The survey showed we are reaching many of our key communications targets. The committee published the SBC 2016 Annual Report.

**Media Productions** - Tracey Wood pursued the completion of a set of educational videos, the SBC Stepping Stones as a new outreach for the SBC. Besides airing on Channel 16, they are available online. The Channel 16 production team produced high quality videos informative to small businesses.

**Strategic Planning** - A new and aggressive Strategic Plan for the SBC was adopted to focus efforts over the next several years and expand the impact of the Commission in pursuing goals and objectives.

**Economic Advisory Commission** - The SBC holds a position on the EAC, which provides opportunities for business growth in Fairfax County. The Commission invites speakers to our meetings to discuss new developments in the county. This year we heard from the Laurel Hills Sportsplex and the business opportunities this might generate.

**Community Business Partnership** - The SBC has a small business position in the CBP. CBP provides mentoring and educational opportunities to entrepreneurs, woman-owned, veteran and service-disabled veteran startups. CBP provides developmental assistance and educational opportunities to county businesses.

**Office of Emergency Management** - Elizabeth Novak represents the Commission as we continued to act as a conduit of emergency preparedness to small businesses from the County Office of Emergency Management. We were briefed on Cybersecurity by a representative of OEM.

**Ombuds/Vendor Comments Board** - No actions were required in 2017 as no problems were identified to pursue, thanks to the continued successful conduct of County procurements by County staff.

**Legislative and Policy** - Cyrus Sobhani wrote well-documented monthly articles which are published to educate and inform businesses in the county about pending and enacted legislation at the local, state and federal levels with a focus on their impact to our small businesses.

**Education and Outreach** - Marvin Powell holds weekly free coaching meetings with small business owners on various interesting topics and answers any questions they have. This year almost 800 attendees took advantage of this opportunity.

**Transparency** - Following efforts to raise awareness that not all county contract spend was identified as large or small business purchases, the SBC pursued this with individual Supervisors. A formal study was undertaken by the Office of Financial and Program Audit and the result is full Board of Supervisors support for county employees to pursue and report fully all Small, Women-owned, and Minority-owned (SWaM) purchases regardless of purchasing office in the future.

## Note from the Chair:

The Fairfax Small Business Commission had a successful year in 2017 as we continued to pursue our goals to encourage and expand opportunities for Small Business. We pressed forward to acquire more complete information about purchases by the county to small, women-owned and minority-owned businesses. We expanded our Media Production outreach via Channel 16 Productions. Our Legislative and Policy Committee newsletters continued to inform small businesses about current and pending legislation that relates to their businesses and opportunities. Our Vendor Forum showed increased attendance and offered educational panels as well as the opportunity to meet purchasing agents and see forthcoming procurements from 31 county departments, 10 regional partners, and 14 community organizations. We were pleased to award the inaugural Bea Malone Small Business of the Year Award (honoring a former SBC Chair) to 123Junk, a superb company that has made effective use of many county programs to support the creation and development of small business. As in the past we are very appreciative of the administrative and logistical support as well as shared knowledge from the Fairfax County Department of Procurement and Material Management.

*John Pellegrin, Chair and At-Large Commissioner*

## 2017 Small Business Commission:



2017 Small Business Commission (left to right): John Pellegrin (At-Large, Chair), Claire Tse (At-Large), Tracey Wood (At-Large), Ed Reniker (Braddock, Vice-Chair), Koorosh Cyrus Sobhani (Dranesville), Carmen L. Powell (Hunter Mill)



2017 Small Business Commission continued (left to right): Kelly Hebron (Lee), Elizabeth Novak (Mason), Eva Freund (Providence), Samantha Lentz-Watts (Springfield), Marvin Powell (Sully)