

**APPROVED MINUTES OF THE SEPTEMBER 21, 2015 MEETING OF THE FAIRFAX COUNTY
SMALL BUSINESS COMMISSION**

Location: Fairfax County Government Center, 12000 Government Center Parkway, Fairfax,
Virginia, Conference Room 8.

Attending: **SBC Members:** Bea Malone, John Pellegrin, Ed Reniker, Cyrus Sobhani, Eva Freund,
Elizabeth Novak, Marco Barnes

Staff (Department of Purchasing and Supply Management)
Cathy A. Muse, Steve Pierson, Arthur Quintana, Jason Im

The meeting was called to order at 7:15 p.m. by Chair Malone.

Minutes from the July 27, 2015 meeting were approved unanimously, as amended.

Committee Reports

Communications – No report

Vendor Forum – No report

Ombuds - No report

Legislative and Policy – No report

Community Business Partnership – No report

Office of Emergency Management – No report

Strategic Planning - No report

Economic Advisory Committee - No report

Executive – No report

Vendor Comments -No report

Education and Outreach – No report

New Business - No new business

Staff Report – Jason Im reported on progress with the Vendor Forum

- Over 375 guest registrations received and over 50 exhibitors registered
- Promotion with #FairfaxSmallBiz, partner procurement organizations and chambers of commerce has been a success this year
- Invitations to technology firms as large contractor invites should be pursued
 - DLT Solutions/Oracle has registered as an exhibitor as part of this outreach
- Chair Malone will speak on behalf of the Small Business Commission at the Plenary Session
- Chair Malone, John Pellegrin and Elizabeth Novak have volunteered to speak on video for OPA
- The Google/Search Engine Optimization panel has been ruled out due to a lack of panel speakers – opportunities to add it to the 2016 program will be pursued
- Panel moderators were assigned as follows:
 - Marketing – Marvin Powell
 - Capability Statement – Bea Malone
 - Networking Strategy – Marvin Powell
 - Alternative Finance – Katy Fike
- DPSM staff will ask OPA what the possibility is to record all panel sessions
 - OPA replied that they lack the necessary equipment to record panel sessions 9/23
- Jason Im will send the SBC a finalized schedule and panel information once Marvin Powell sends the relevant information.
- Items needed from Marvin Powell:
 - Names of panelists, description of panels, short bios of panelists

Old Business - No old business

Announcements – No announcements

Adjournment

Chair Malone adjourned the meeting at 8:17 p.m.