

# **APPROVED MINUTES FROM THE FEBRUARY 28, 2011 MEETING OF THE FAIRFAX COUNTY SMALL BUSINESS COMMISSION**

Location: Fairfax County Government Center, 12000 Government Center Parkway, Fairfax, Virginia, Conference Area Room 10

Attending: **Small Business Commissioners**  
Brett Coffee, Springfield, Chair  
John Pellegrin, At-Large #1  
Libby Novak, Mason District  
Cyrus Sobhani, Dranesville District  
Kelly Pride-Hebron, Lee District  
Marsha Senack, Braddock, Vice Chair  
Katy Fike, Mt. Vernon District  
Margaret Schottler, At-Large #2  
Beatrice Malone, Hunter Mill District

## **Staff (Department of Purchasing and Supply Management)**

Michael Estelle, Supplier Diversity Coordinator  
Steve Pierson, Contracts Division Manager

## **Guests**

Kathy Wheeler, President & CEO, Community Business Partnership

Absent: Commissioner April S. Tan, At Large #3  
Commissioner Joe Brooks, Providence District  
Commissioner Marvin Powell, Sully District

At 7:12 p.m. the meeting was called to order. The Commission reviewed and approved the January minutes.

## **Guest Speaker**

Kathy Wheeler gave a summation of the advantageous funding opportunities the Community Business Partnership is pursuing and the changes it will undergo as a result.

## **Staff Report**

Supplier Diversity Coordinator, Michael Estelle updated the Commission on the status of the vendor forum. It was requested that the evaluation include "What agencies would you like to see?" The commission requested a list of agencies who failed to participate to build a better relationship in the hopes of increasing participation in the tradeshow.

## **Ombuds Report**

The Committee stated it had made initial contact in the course of its investigation on behalf of a concerned business owner and will report in the coming weeks.

## **Annual Report**

The Commission discussed including information on the Community Business Partnership which had been inadvertently left out of the annual report. Because the annual report had already been formatted and the difficulties of going through that process again, the Commission decided to not change the annual report but to include the information in next year's report.

## **Election**

Officer elections were held, and Marsha Senack was elected Chair and Cyrus Sobhani was elected Vice-Chair. Chairman Coffee abstained from the vote.

## **Adjournment**

The meeting was adjourned at 8:34 pm. The next meeting is scheduled for March 28, 2011 7:00PM – 9:00PM in Conference Room 10.