

**APPROVED MINUTES OF THE JUNE 22, 2020 MEETING OF THE
FAIRFAX COUNTY SMALL BUSINESS COMMISSION**

Location: Electronic: conference call and zoom to provide video options

Attending: **SBC Members**

Joseph Underwood (Braddock), Malachi B. Jones, Jr. (Dranesville), Gwyn Whittaker (Hunter Mill), Melody Thorson (Mt. Vernon), Marvin Powell (Sully)

Staff

Cathy Muse, Chris McGough, DPMM, Meaghan Kiefer, DEI

Guests

Sheila Dixon, Law Collins, Roberto Quinones

Absent: **SBC Members**

John Pellegrin (At-Large), Sha Scott-Boyd (At-Large), Tracey Wood (At-Large), Kelly Hebron (Lee), Daren Shumate (Mason), Nalin Jain (Providence), Kyle McDaniel (Springfield),

The Small Business Commission conducted a wholly electronic meeting (using a conference call option as well as a video conference option) because the COVID-19 pandemic made it unsafe to physically assemble a quorum in one location or to have the public present. The public was encouraged to participate with notices providing call-in info and contact information for alternative accommodations. The meeting began at 7:00 p.m. and was facilitated by Chairman Powell.

- **Chairman Powell conducted the following actions relevant to electronic meetings:**
 - A vote was conducted to ensure that each member of the BAC may be adequately heard and that all members could hear each other (approved).
 - A vote was conducted to verify that the usual FOIA procedures, requiring in person assembly, cannot be implemented safely or practically due to the Covid-19 emergency (approved).

- **Staff updates:**
 - Cathy Muse, Director of the Dept. of Procurement and Material Management, provided an update on the RISE grant as well as upcoming changes to the Fairfax County Purchasing Resolution.
 - Meaghan Kiefer with the Dept. of Economic Initiatives (DEI) provided an update on the County's microloan program and additional details on the RISE program. The following link to RISE grant statistics was provided and discussed:
 - https://www.fairfaxcounty.gov/boardofsupervisors/sites/boardofsupervisors/files/assets/meeting-materials/2020/june16-economic-initiatives_fairfaxrise_datasheet.pdf

- **Committee Reports**

- There was a discussion about the annual Small Business Forum. Although the SBC had previously discussed alternative education and outreach, the event will be postponed. The SBC will continue to discuss alternative programming at future meetings.
- No other committee reports were delivered.

- **Old Business**

- Unapproved minutes from prior meetings will be reviewed at the next meeting.

- **New Business**

- Commissioner Underwood discussed the lack of a Braddock District Chamber of Commerce. The SBC discussed how some areas of the county have robust chamber support while others do not. Meaghan Kiefer with the Dept. of Economic Initiatives added that her team has been meeting with geographically-based county chambers of commerce. Enhancing the flow of communication with the business community remains a priority. The SBC will continue to explore improvements, including potentially encouraging the creation of a Braddock Chamber of Commerce and partnering with DEI's current efforts. The SBC will discuss this topic at a future meeting.
- Chairman Powell discussed the importance of continued outreach, especially to small, women-owned and minority-owned businesses. The guests representing local businesses and organizations were thanked for their participation and encouraged to participate in future meetings as the SBC discusses ideas for impactful support.
- Chairman Powell discussed the annual Bea Malone award. The SBC will continue the award this year and if no large group gatherings are possible, it will plan to announce the winner at its October meeting. The SBC will discuss details at a future meeting.

Adjournment – Chairman Powell adjourned the meeting at 8:15 p.m.