

**APPROVED MINUTES OF THE SEPTEMBER 26, 2022 MEETING OF THE
FAIRFAX COUNTY SMALL BUSINESS COMMISSION**

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

Attending: **SBC Members**

Melvin Murphy (Providence), Shawnequa Albert (At-Large), Joseph Underwood (Braddock), Chris Vernon (Springfield), Gigi Thompson Jarvis (Dranesville), Prince Howard (Sully), Tracey Wood (At-Large)

Staff

Ron Shoram (DPMM)

Absent: **SBC Members:**

Melody Thorson (Mt. Vernon), Gwyn Whittaker (Hunter Mill), Daren Shumate (Mason), Kelly Hebron (Lee), Ken Biberaj (At-Large)

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 was called to order at 7:13 p.m. and was facilitated by Chairman Murphy.

- **Chairman Murphy conducted the following actions relevant to electronic meetings:**
 - A sound and video check was conducted to ensure that each member of the BAC may be adequately heard and that all members could hear each other.
 - Stated that the usual FOIA procedures, requiring in person assembly, cannot be implemented safely or practically due to the Covid-19 emergency.
- **Committee Updates:**
 - Education and Outreach – nothing to report.
 - Media and Communication – Tracey Wood – nothing to report.
 - Legislative – Joseph Underwood – nothing to report.
- **Staff updates:**
 - Thrive Grant
 - Emergency Operations – tied to Federal status
 - Remote Participation/Virtual Public Meetings can be adopted as the commission feels fit
 - Switch from Zoom to MSTeams

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- **Old Business**
- **New Business**
 - Need to be prepared for elections of chair and vice-chair. Commissioner Underwood volunteered to chair nominating committee.
 - Commission to review the meeting schedule for CY23
 - Chairman Murphy presented information learned at Las Vegas convention.

Adjournment – Chairman Murphey adjourned the meeting at 7:48.