

**APPROVED MINUTES OF THE FEBRUARY 25, 2019 MEETING OF THE
FAIRFAX COUNTY SMALL BUSINESS COMMISSION**

Location: Fairfax County Government Center, 12000 Government Center Parkway, Fairfax, VA 22035,
Conference Room 232

Attending: SBC Members

John Pellegrin, Marvin Powell, Nalin Jain, Joseph Underwood, Tracey Wood, Melody McGuin
Thorson, Kyle McDaniel

Staff (Department of Procurement and Material Management)

Cathy Muse, Chris McGough

Guests

None

The meeting was called to order at 7:05 p.m. by Chairman Pellegrin

Minutes from the January 28, 2019 meeting were approved without amendment

Committee Reports

Communications/Media Productions – No Report

Community Business Partnership (Quarterly Report) – No Report

Economic Advisory Council (Quarterly Report) – No Report

Education and Outreach

- Commissioner Powell presented findings from a LinkedIn Workforce Report, published February 2019. Using this information, Commissioner Powell is continuing the search for educational speakers by assessing the needs of small businesses in the region. A focus on emerging businesses is needed.

Executive

- Commissioner Pellegrin outlined speakers to be invited to future SBC meetings.

Legislative and Policy

- Commissioner Underwood outlined the SBC's strategy ahead of the March 7th strategic focus group.

Office of Emergency Management – No Report

Small Business Forum

- As a reminder, the date of the Small Business Forum will be October 10, 2019

Strategic Planning – No Report

Transparency

- Commissioner Pellegrin suggested the elimination of this committee.
- Commissioner Pellegrin suggested the creation of a cybersecurity committee.

Vendor Comments Board/Ombuds – No Report

Bea Malone Award

- Commissioner Powell provided an update. Asked for nomination award form to be updated on the SBC's website for the 2019 award.

Staff Report

- Ms. Muse provided an update to the County's Strategic Plan process.
- Ms. Muse provided information regarding bills introduced in the General Assembly, as listed in January meeting minutes. The legislative process is ongoing. A more complete update will be provided in the March meeting.

Old Business

- The 2018 Annual Report was approved and will be posted to the SBC website.

New Business

- The 2019 Bea Malone Award will be discussed at the next meeting.

Adjournment – Chairman Pellegrin adjourned the meeting at 8:02 p.m.