

**APPROVED MINUTES OF THE SEPTEMBER 23, 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 (At-Large), Tracey Wood (At-Large), Gwyn Whittaker (Hunter Mill), Melody Thorson (Mt. Vernon), Nalin Jain (Providence)

Staff (Department of Procurement and Material Management)

Chris McGough, Cathy Muse

Guests

None

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

Committee Reports

Communications/Media Productions

- Commissioner Wood provided an update regarding the SBC's regular roundtable with Channel 16. The roundtable is tentatively planned for November. Commissioners are asked to provide Commissioner Wood with availability.

Community Business Partnership (Quarterly Report) – No Report

Economic Advisory Council (Quarterly Report) – No Report

Education and Outreach – No Report

Executive

- Commissioner Pellegrin provided a general update on challenges affecting the small business community as well as cybersecurity issues.

Legislative and Policy

- Commissioner Pellegrin provided an update regarding the County's strategic planning process. Commissioner Pellegrin will attend an event on Sept 24 for Board and Commission representatives to provide feedback.

Office of Emergency Management – No Report

Small Business Forum

- Commissioner Thorson provided an update of planning activities. All forum content has been finalized. Commissioners are asked to help spread the word as the event nears.
- As a reminder, the date of the Small Business Forum will be October 10, 2019. The website for the 2019 event is live. There are 424 registrations to date. Link: <https://www.fairfaxcounty.gov/small-business-commission/forum>

Strategic Planning – No Report

Vendor Comments Board/Ombuds – No Report

Bea Malone Award – No Report

Staff Report

- Cathy Muse and Chris McGough provided additional logistical details regarding the Small Business Forum.

Old Business

- None

New Business

- None

Adjournment – Chairman Pellegrin adjourned the meeting at 8:40 p.m.