

**UNAPPROVED MINUTES OF THE MAY 18, 2020 MEETING OF THE
FAIRFAX COUNTY SMALL BUSINESS COMMISSION**

CONFERENCE CALL ON CORONAVIRUS EMERGENCY

Location: Conference Call

Attending: **SBC Members**

John Pellegrin (At-Large), Sha Scott-Boyd (At-Large), Joseph Underwood (Braddock), Gwyn Whittaker (Hunter Mill), Kelly Hebron (Lee), Daren Shumate (Mason), Marvin Powell (Sully)

Staff

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

Guests

None

Absent: **SBC Members**

Tracey Wood (At-Large), Malachi B. Jones, Jr. (Dranesville), Melody Thorson (Mt. Vernon), Nalin Jain (Providence), Kyle McDaniel (Springfield)

The Small Business Commission convened by conference call to discuss the coronavirus emergency and impacts to the small business community. 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 cannot be implemented safely or practically due to the Covid-19 emergency (approved).
 - A vote was conducted to verify that every item on the agenda is related to the emergency (approved).

- **Staff updates:**
 - Meaghan Kiefer with the Dept. of Economic Initiatives (DEI) provided an update on the County's response and resources available to the business community. A slide deck was presented (see below for slides). The SBC discussed the Fairfax RISE program, Phase 1 opening and other details regarding business impacts. Planning for reopening is complicated and details will be shared on the County's website soon. The following resource was also discussed:
 - VA Dept. of Small Business and Supplier Diversity's Recovery Resource Center:
<https://www.virginiasbdc.org/recoveryresourcecenter/>

SBC Meeting Minutes – May 18, 2020

- Cathy Muse, Director of the Dept. of Procurement and Material Management, provided an update on support for the non-profit community. The recently released NSG Grant Program was outlined: www.fairfaxcounty.gov/procurement/nsgrant (details also in slides).
- **Discussion of how Commissioners can help disseminate the message.**
 - The SBC discussed communication of the resources available to the business community.

Adjournment – Chairman Powell ended the meeting at 7:30 p.m.

Attachment – see below for slides from the presentation.



Fairfax County Small Business Resources – SBC Meeting

Meaghan S. Kiefer, AICP
Business Experience (“BizEX”) Partner
Fairfax County Department of Economic Initiatives
703-324-2694
BizEx@FairfaxCounty.gov

May 18, 2020

County Operating Status

- Most county government buildings and facilities are closed to the public until further notice, but work is continuing, with new online and remote services.
- Get [County Operating Status](#) by department or service
- BizEX is fully operational
- Cross-agency collaboration to determine opportunities to support businesses

Stay Informed

[COVID-19 Dashboard: https://www.fairfaxcounty.gov/covid19/](https://www.fairfaxcounty.gov/covid19/)



Health Info



Case Data
Dashboard



Business &
Organizations



Donate /
Volunteer



Rumor Control



Language Portal

[COVID-19 Information for Businesses, Organizations, Employees:](https://www.fairfaxcounty.gov/covid19/information-businesses-impacted-coronavirus)

<https://www.fairfaxcounty.gov/covid19/information-businesses-impacted-coronavirus>

- **Forward Virginia/Reopening Information**
- **Employee Information**
- **Key Business Information**
- **Local Small Business Resources**

The Fairfax County Business Emergency Operations Council: <https://www.ffxbeoc.org/> - a consortium of businesses who are working with Fairfax County Government officials and the Office of Emergency Management to enable focused and timely communications and to foster a greater understanding of what it means to be a resilient business in Fairfax County; membership is free and open to businesses of any size.

Fairfax County Small Business COVID-19 Recovery Microloan Program

- ❑ \$2.5M Fund to provide capital to existing Fairfax County small businesses which were solvent prior to COVID-19 and have been affected by efforts to contain it
- ❑ Lottery held on May 1; 125 businesses invited to submit a loan application
- ❑ Potential Applicants notified May 6; deadline to submit application is May 26

Fairfax County Small Business COVID-19 Recovery Microloan Statistics

Interest Statistics

2041 Emails Expressing Interest
 1,713 Eligibility Forms Submitted
 \$18,004 Average Loan Request
 \$30,804,030 Total Loans Requested

Employee Statistics

Number of Employees Prior to COVID – 19:	12086
Number of Employees After COVID-19:	7,712
Percent Change:	-36%

Sectors Requesting Assistance

Health Care/Social Assistance	16%
Accommodation and Food Services	13%
Retail Trade	11%
Professional, Scientific, Technical Services	11%

Status of Loans

Lottery Selected Applicants	125
Lottery Waitlisted Applicants	13
Lottery Selected, deemed ineligible	10
<small>(5 home-based, 3 not in County, 2 not in business two years)</small>	
Lottery Selected, Chose not to Apply	6
<small>(4, PPP, 1 commercial loan, 1, too much paperwork)</small>	

Fairfax RISE COVID-19 Small Business and Nonprofit Relief Grant Fund

- ❑ \$25 Million in grants, funded through the Federal CARES Act
- ❑ Available to small businesses and nonprofits adversely affected by the Coronavirus shutdowns
- ❑ Minimum allocation of 30% of total funding towards awards for women-owned, minority-owned, and/or veteran-owned businesses
- ❑ Grant amounts based on number of employees

Fairfax RISE Eligibility

<https://www.fairfaxcounty.gov/economic-success/fairfaxrise>

- ❑ Must be established and have one or more location(s), including the principal place of business, in Fairfax County. Includes the towns of Herndon, Vienna, and Clifton, but not the cities of Fairfax and Falls Church
- ❑ At least one and less than 50 total full-time-equivalent (FTE) employees across all locations
- ❑ Valid Business, Professional and Occupational License (BPOL) issued prior to March 1, 2019 (businesses) or IRS Form 990 from 2018 or 2019 (nonprofits)
- ❑ Have not received grant from the Fairfax County COVID Sustainability Grant Fund (Social Safety Net Grant (NSG))
- ❑ Sole proprietors are eligible if they have paid self-employment tax and are not collecting unemployment benefits

Social Safety Net Nonprofit Sustainability Grants (NSG) Program

- ❑ \$5 Million from the CARES Act funding – program administered by DPMM and NCS
- ❑ Grant amounts of \$25,000, \$50,000 or \$75,000 will be awarded depending on nonprofit size/operating budget
- ❑ Grants available to nonprofits who are recognized as 501(c)3 or 501(c)19, serve Fairfax County residents and currently operate as part of Fairfax County's social safety net
- ❑ Applications accepted until 2:00 p.m. May 22, 2020

NSG Program Eligibility

- Non-profits that function as a part of Fairfax County's social safety net which provide support in the areas of:
 - Financial Stability
 - Food and Nutrition
 - Literacy/Educational Development Attainment
 - Health
 - Housing
 - Positive Behaviors and Healthy Relationships
 - Support/Community/Social Networks

- Focused primarily on serving people who are more vulnerable to self-sufficiency problems, including people with limited income, immigrants and refugees, people with disabilities, and people who are historically subject to disparate access to opportunities

- Grant funds can be spent on:
 - Employee Retention
 - Equipment and Materials
 - Rent Payments
 - Debt Payments
 - Technology Upgrades