

**UNAPPROVED MINUTES OF THE JUNE 28, 2021 MEETING OF THE
FAIRFAX COUNTY SMALL BUSINESS COMMISSION**

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

Attending: **SBC Members**

Tracey Wood (At-Large), Gigi Thompson Jarvis (Dranesville), Kelly Hebron (Lee), Daren Shumate (Mason), Melody Thorson (Mt. Vernon), Melvin Murphy (Providence), Chris Vernon (Springfield), Marvin Powell (Sully)

Staff

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

Guests

Shawnequa Alleyne

Absent: **SBC Members**

John Pellegrin (At-Large), Sha Scott-Boyd (At-Large), Joseph Underwood (Braddock), Gwyn Whittaker (Hunter Mill)

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.

Minutes from the 5/24 meeting was approved without amendment.

- **Chairman Powell 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.
 - Chairman Powell stated that the usual FOIA procedures, requiring in person assembly, cannot be implemented safely or practically due to the Covid-19 emergency.
- **Staff updates**
 - Cathy Muse, Director of the Dept. of Procurement and Material Management (DPMM), provided an update on general county operations and an update on the emergency response. Ms. Muse also provided a legislative and procurement resolution update. The current PIVOT Grant opportunity was also discussed: <https://www.fairfaxcounty.gov/economic-initiatives/pivot>. Chris McGough (DPMM) provided an update regarding the process that Boards and Commissions will take when the emergency order is lifted and a return to in person meetings is required. To ease this transition, Mr. McGough will provide information to Commissioners and the public as soon as it becomes available.

Committee Updates

- Commissioner Wood provided an update for the Communications Committee: Channel 16 has moved the second recording of Commissioner Shumate and Thompson Jarvis from July 15th to August 3rd. Both Commissioners agreed to the date change. The airing of segments from Commissioners Vernon and Underwood have begun. Interviews with Chairman Powell and others will be recorded in August as well. Chairman Powell agreed to host.
- Commissioner Hebron provided an update regarding CBP initiatives.
- **Old Business**
 - None
- **New Business**
 - Chairman Powell facilitated a discussion about the One Fairfax Policy and the County’s small, women-owned and minority-owned business community. The SBC discussed outreach and engagement including the annual Small Business Forum. SBC will continue to discuss ideas for impactful programming at a future meeting.

Adjournment – Chairman Powell adjourned the meeting at 8:30 p.m.