

**UNAPPROVED MINUTES OF THE MAY 24, 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), Joseph Underwood (Braddock), Gwyn Whittaker (Hunter Mill), Melody Thorson (Mt. Vernon), 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), Gigi Thompson Jarvis (Dranesville), Kelly Hebron (Lee), Daren Shumate (Mason), Nalin Jain (Providence)

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 4/26 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 budget update. Chris McGough provided an update regarding new meeting requirements for Boards and Commissions, effective July 1st. The SBC discussed continuing electronic meetings until it is safe to return to in-person meetings and the appropriate emergency orders have been rescinded.

- **Committee Updates**
 - Commissioner Wood provided an update for the Communications Committee. Recent highlights include an elementary school presentation and channel 16 tapings.
- **Old Business**
 - Commissioner Whittaker discussed County insurance requirements for vendors of County operated farmers markets.
- **New Business**
 - Chairman Powell facilitated a discussion about the One Fairfax Policy, equity and the small business community. The SBC watched the County's [One Fairfax informational video](#) and then discussed. The SBC will continue discussing at a future meeting, including the possibility of creating a Committee to examine equity impacts and SBC action items.

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