MEETING MINUTES  
BUSINESS & WORKFORCE DEVELOPMENT COMMITTEE

DATE: Tuesday, February 20, 2018  
CALLED BY: Brian Andersen and Brian Dozer  
LOCATION: Greater Irvine Chamber of Commerce  
36 Executive Park, Ste. 100  
Irvine, CA 92614

I. OPENING
• Meeting called to Order at 4:02 p.m., by Co-chair, Brian Andersen.

II. INTRODUCTIONS
Chairs welcome everyone to the meeting, and Brian Andersen reads the Mission Statement. Each attendee is acknowledged and introduced.

At this time recognition was given for the Outstanding Program Award 2017 given by the Western Association of Chamber Executives (WACE) to the Greater Irvine Chamber of Commerce for Career Edge.

III. EVC FORWARD FOCUS RESULTS
Review of the responses received from the July, 2018 EVC meeting, during the Looking Forward segment. The following comments were discussed:

What we can do to help Irvine companies attract and retain qualified talent:
How can we develop incentives for students to stay in Irvine?
1. Identify where they are going and why they are leaving Irvine. If affordable housing is the issue then
2. Develop housing focused on affordable spaces for students.
3. Develop more work/live spaces to accommodate housing needs.

What additional programs, initiatives and activities should we consider to more effectively outreach:
All comments we received confirm our thoughts on trends, and we have initiatives already in place to address this issue.

Regional Business Attraction strategy recommendations:
1. Focus on the surrounding areas – Los Angeles, Inland Empire, etc., to identify companies who are already ready and searching for expansion opportunities.

What will make us more effective in our work to help business and Irvine’s economy grow?
1. Hold a Biz Expo – a “trade show” event to introduce local businesses to each other to mutual advantage.
2. Focus on small and medium sized companies instead of a majority of larger sized companies.

IV. TASK FORCE REPORTS
• Business Outreach – Update provided by David Girty.
The Spring, 2018 Task Force is led by co-chairs, David Girty and Gary Abraham. Information Technology is the chosen industry vertical for this session. We will need volunteers for the Rally and members will be contacted and registered beginning this week. The next Task Force meeting will be held immediately before the B&WD meeting, March 20, 2018 at 3:00 p.m.
• **Career Edge** – Update provided by Brian Dozer.
The next session, “Successful Business Etiquette & Workplace Behaviors” will take place on Saturday, April 7, 2018, at the Chamber. The workshop runs from 8:30 a.m. to 1:00 p.m. Ms. Julie Hallsted will be our guest instructor for the day. We will also need volunteers to serve as mentors to the students for the event.

• **Domestic Business Attraction** – Update provided by Brian Andersen.
This Task Force is in its development stage. They will be attending the L.A. Tech Fair on March 8th to identify and target local companies who may be willing to move and/or expand and will have a full report at the next meeting.

• **Financial Forum** – Brian Dozer provided an update.
The next Forum date has been scheduled for March 21, 2018, at Rancho San Joaquin middle school. At the February event there were over 90 students in attendance. We will need mentors for both sessions, please consider volunteering for this meeting.

• **Job Discovery & Internships** – Jessica Yip provided an update.
Irvine Career Discovery Day was a great success. On March 1st, 2018, Parker Aerospace, Google, Applied Medical and Blizzard welcomed over 210 students to their locations. There were many opportunities to see what those businesses actually do and hear directly from employees as to their jobs, their experiences and how they can pursue the same career paths. Many thanks to Jessica Yip and VitalLink for producing this event and to our chaperones who guided the students throughout the day. We look forward to another event in the future.

• **Emergency Business Recovery & Preparedness Program** – Bill Cunningham provided an update.
Many of the resources and details covered at the fall 2017 summit will be added to the website, we continue to gather them.

• **Start-Up Eco-System** – Brian Montes provided an update.
Further data gathering and research continues on our eco-system. A full report will be made as soon as that project is completed.

V. **CHAIRS’ COMMENTS AND DISCUSSION** – None.

VI. **ANNOUNCEMENTS** – Reviewed by Co-chair Brian Dozer.

VII. **ADJOURNMENT**
The meeting was adjourned at 5:08 p.m., by Co-chair Brian Andersen. Minutes recorded by Pepper Russell.

Next Meeting:
March 20, 2018
4:00 pm – 5:00 pm
Greater Irvine Chamber of Commerce
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