AGENDA/MEETING NOTICE
BUSINESS & WORKFORCE DEVELOPMENT COMMITTEE

DATE Tuesday, September 19, 2017
CALLED BY Brian Andersen and Brian Dozier
LOCATION Greater Irvine Chamber of Commerce
36 Executive Park, Ste. 100, Irvine, CA 92614
MEETING TIME 4:00 p.m. to 5:00 p.m.

COMMITTEE MISSION STATEMENT
Brian Andersen/Brian Dozer
To influence Irvine’s economic vitality by attracting new business, offering solutions to business challenges, nurturing and encouraging start-ups and supporting Irvine’s industries and 21st century workforce readiness with education and business programs that help prepare, attract and retain talent.

AGENDA ITEMS

I. OPENING
   Call to Order
   Chair

II. INTRODUCTIONS (15 seconds per person, please)
   • Name, Company/Affiliation
   • What brings you to this meeting and how can the Chamber help you/your business?
   All

III. KNOWLEDGE MULTIPLIER

   • Topic of Discussion – Future of Work

IV. TASK FORCE REPORTS (5-Minute Progress Report)

   • Business Outreach
     Introducing and providing educational and resource materials to Irvine businesses and showcasing benefits of the Chamber and its programs.
     Anneliese Morgan
     amorgan@apexparksgroup.com

   • Career Edge
     A series of programs to assist job seekers in improving business writing, communication, problem-solving and critical thinking skills. We are at the last stage to scale the programs into other college campuses.
     Cathleen Greiner/John Kurth
     cgreiner@ivc.edu
     john@syntaxofsuccess.com

   • Career Readiness
     Financial Workshop
     Introducing middle school students to the world of the Stock market and high finances.
     Peter Chan
     peter.chan@prudential.com
Job Discovery & Internships
Offering high school students the opportunity to observe real-life work environments with Irvine’s leading companies.

- Emergency Business Recovery & Preparedness Program
Preparing Irvine businesses to recover from any disastrous occurrence so that business can continue normal operations as soon as possible.

- Start-Up Eco-System
Providing resources and guidance to assist entrepreneurs and small businesses get started in the Irvine business community.

V. CHAIRS’ COMMENTS & DISCUSSION

VI. ANNOUNCEMENTS

- September 26 --- International Development Committee Meeting – 12:00 Noon at the Chamber offices
- October 5 – Government Affairs Meeting – 8:00 a.m. at the Chamber offices
- October 5 – New Member Reception & Evening Business Exchange – 3:00 – 6:00 p.m. at the Chamber offices
- October 7 – Career Edge – Mastering Communications in the 21st Century – 8:00 a.m. at the Chamber offices
- October 17 – Business & Workforce Development Committee Meeting – 4:00 p.m. at the Chamber offices
- October 19 – Business Preparedness & Recovery Summit – 8:00 a.m. at the Chamber offices
- October 20 – Breakthrough Performance Workshop: Strategy & Vision – 8:00 to 10:30 a.m. at the Chamber offices
- October 25 – Business Outreach Rally – 8:00 to 4:00 p.m. at the Chamber offices

VII. ADJOURNMENT

Next Meeting:
October 17, 2017
4:00 p.m. – 5:00 p.m.

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