



## MEETING MINUTES BUSINESS & WORKFORCE DEVELOPMENT COMMITTEE

DATE: Tuesday, December 17, 2019  
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 4:05 p.m., by Co-chair, Brian Andersen.

### **II. INTRODUCTIONS**

Chairs welcome everyone to the meeting, and the Mission Statement is read. Each attendee is acknowledged and introduced.

### **III. SBDC LEVEL UP PROGRAM** – Update provided by Roger Lloyd and Brian Andersen

The pilot program was a success. There were several positive comments including that it was an “MBA Bootcamp” for those who didn’t have time to get their degree. All participants gained ground in time management, were able to identify goals and move forward, and 18 to 20 new jobs resulted from the participating companies.

A second round of the program is currently being discussed, location and dates to be announced soon.

### **IV. JANUARY EVC PREPARATION – FOCUS ON DISRUPTIONS** – Update provided by Linda DiMario

The plan is to begin a debate/discussion on the information cataloged by the Disruptors Task Force. We will have a brief presentation on disruption forces and implications and then we will delve into the research to determine where our most vulnerable areas are and if there are any ways we can manage or mitigate those circumstances. The EVC meeting will be held on Tuesday, January 21 at 4:00 p.m. We will extend the meeting until 6:00 p.m. and provide refreshments.

**V. CENSUS 2020 TASK FORCE** – Welcome to Cody Mendoza from Congresswoman Katie Porter’s office. The chamber is supporting her efforts to secure an accurate count for Orange County. Currently the county is 2<sup>nd</sup> behind in Los Angeles in being undercounted in terms of residents. The Census will be offered online in April, 2020, and we will do all that we can to encourage our businesses to encourage their employees and others to use this online system to check in and be counted. There will be a mailed paper follow up process for those who do not register online.

Our April 29, 2020 Business Outreach Rally will provide our volunteers with materials to leave with the businesses they visit during the Rally to reinforce and encourage the message. We will be working with our International American Chambers to also get the word out.

We are in need of a Task Force and a Leader to head up this group to ensure we provide maximum coverage in all areas. Sabih Khan volunteers to lead, Brian Montes and Leila Mozaffari volunteer to assist. Any others interested in volunteering, please contact Pepper Russell.

## **VI. TASK FORCE REPORTS**

- **Business Outreach** – Update provided by Thomas Lotts.

The date for the Spring 2020 Business Outreach Rally is Wednesday, April 29. Thomas Lotts and Jeannine Arrington have graciously consented to be our co-chairs. We will once again target the 92618 zip code, excluding the Spectrum shopping area. Registration will open January 2, 2020.

- **Career Edge** – Update provided by Dr. Brian Dozer.

Our next workshop: Saturday February 1<sup>st</sup> -- 8:30 to 1:00 p.m. at the Chamber offices. Successful Business Etiquette & Workplace Behaviors is the topic, taught by Dr. Massiel Perez-Calhoun.

We have also scheduled a session on March 7, 2020, exclusive to the current UCI Internship group, headed by Dean Washington. This is a make-up session to cover the October 5<sup>th</sup> session taught by Dr. Roopa Mathur. This will allow all students to cover all three workshops before the end of the school year in May. These students will also be joining us in February and April sessions.

For our April 4<sup>th</sup> session, Dr. Cathleen Greiner will be our guest instructor on Practical Thinking & Problem Solving.

Registration is now open for all remaining sessions. Mentors will be needed for the workshops. We have initiated a new benefit for Ambassadors – 150 points for each workshop. If you would like to volunteer for one of the sessions, please contact Pepper Russell, [prussell@irvinechamber.com](mailto:prussell@irvinechamber.com) or (949) 502-4129. If you are an Ambassador, please be sure to mention this when volunteering.

- **Ethics Forum** – Update provided by Brian Dozer.

We have started the Portola High Fall, 2019 Ethics Forum with a small group of students. We were contacted after Portola's start date by Irvine High School who requested that the program be brought back to their location as well. This is a larger group of 30 or more students, we anticipate 2 groups from Portola and 4 groups from Irvine High will come to our March 17, 2020 meeting to present. We will again extend the March 17 meeting length to 4:00 – 5:30 p.m. to accommodate the presenting teams.

In addition, this year Portola will produce their first graduating class of seniors. The school has developed a Passion Project Showcase to be held on May 19 and May 20, 2020, 8:00 – 10:00 a.m. They will need mentors and judges for the end of the project, anyone wishing to become involved is welcomed.

- **Financial Forum** – Erin Goodrich provided an update.

We completed our Fall, 2019 Forum at South Lake Middle School earlier this month. We began a second session at Cadence Park Middle School on December 5<sup>th</sup>. This format is in beta test mode and will be conducted from December through the end of February, to determine which model is most effective and produces greater results.

This format differs from the traditional early morning format in that the instructor is available every day to answer questions and provide reminders to work with the online stock market program, as well as any additional materials she may come across to encourage and reinforce the financial literacy learning process.

- **Career Discovery Week** – Jessica Yip provided an update.

The dates have been set for March 3-5, 2020 for this event. This event has grown enough to cover 3 days instead of just one. Seven companies have agreed to become sponsors and avail their locations for our student tours.

- **Disrupters** – Malek Moubasher provided an update.

A very well-developed catalog of industries and occupations has been assembled which shows all those that currently are being, possibly can be, or definitely will be disrupted at some point. We will use this catalog for our January 17, 2020 Economic Vitality Council meeting to spark a debate/discussion on how and what the Chamber can do to manage or mitigate any of these findings.

- **H.R. Tool Kit** – Brian Montes provided an update.

This is a new Task Force focused on assisting the H.R. departments of companies of all sizes mitigate housing options and solutions. The research phase is almost complete and a report will be coming at the February BWD meeting.

#### **VII. CHAIRS' COMMENTS AND DISCUSSION**

- **SoCal Innovation Week** – Linda DiMario provided an update.

This has been scheduled for the week of May 11, 2020, and will include companies from all over Southern California from Los Angeles to San Diego. This is a “proof of concept” event to determine if the various organizations will be able to work well and support each other. The goal is to improve the profile of Southern California to attract Life Science companies.

#### **VIII. ADJOURNMENT**

The meeting was adjourned at 5:03 p.m., by Co-chair Brian Andersen.

Minutes recorded by Pepper Russell.

Next Meeting:

February 18, 2020

**Greater Irvine Chamber of Commerce**

36 Executive Park, Ste. 100 Irvine, CA 92614

