MINUTES
ECONOMIC AND WORKFORCE DEVELOPMENT MEETING

DATE: Wednesday, December 16, 2016
CALLED BY: Co-Chair Brian Dozer
LOCATION: Irvine Chamber of Commerce
36 Executive Park, Ste. 100, Irvine, CA 92614
MEETING TIME: 4:00 p.m. to 5:00 p.m.

I. OPENING:
Meeting called to order at 4:05 p.m. by Co-Chair, Brian Dozer.

II. SELF-INTRODUCTIONS
Brian Dozer, Corine Doughty, Dan Han, Peter Chan, Jennifer Oswald, Thomas Bell, Linda DiMario, Pepper Russell.

III. REVIEW OF MISSION STATEMENT
Co-Chair Brian Dozer read through the Mission Statement which explains how the Committee and Task Force work strategies align with the goals and objectives of the Chamber and Economic Vitality Council.

IV. NEW BUSINESS
• Ethics Forum – Linda DiMario provided information. This is a re-activation of a former Task Force aimed at middle and high school students. This program was in progress but was suspended due to Common Core initiation several years ago. Now there is renewed interest at the Chamber Board level and at the Irvine Unified School District level.

The goal is to reformat this program to fit school schedules at the middle and high school levels. The Chamber Board of Directors will be recruited to facilitate these sessions when the program begins. Participants will need training prior to going out into the field. Keith Tuominen and Linda DiMario continue work on an Executive Summary to provide to the Principals of the schools to promote reinstatement of the program. A report will be available at the next meeting.

Alternative set ups were discussed, such as having Facilitators go into individual classrooms and follow the traditional bell schedule, or instead following the Financial Forum set up, bringing several groups together in the auditorium space.

V. TASK FORCE REPORTS
• Career Edge – Linda DiMario provided an update. A conference call was held December 14th. It was agreed that there were a few issues to be addressed and they are the following:
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The marketing materials are currently being re-worked to better explain the online coursework and how to access it in preparation for the live workshop sessions. Only one (1) program at a time will be highlighted on the future marketing materials, to eliminate confusion. A student testimonial will be added to this material and increase the social media component to generate excitement and a sense of community.

The instructions for the students in accessing the online coursework will be revised and a worksheet developed that IVC counselors can distribute to students upon sign up. These same instructions will be added to the registration page. Registered students will receive a “welcome” email and further instructions and a timeline for the next steps.

Additional items include Counselors, advisors, mentors and volunteers receiving a formal checklist and protocol, engaging on-campus business clubs in promotion of the program and enlisting faculty cooperation and support. A pre-launch meeting and a “Day Before Launch” conference call with IVC Counselors is also planned.

The upcoming session is scheduled for February, 2017, at the Chamber offices. It will be a half day program -- Communications in the 21st Century, led by Brian Dozer and John Kurth. The session for April/May will be a combination of the online Coursera coursework and a live workshop at the Chamber. The program will continue to be fine-tuned before offering it other campuses.

• Education & Business Collaboration
• ATEP – Corine Doughty provided an update.
A new Director of Economic Development has been hired, Bill Kerwin. Work continues on facility construction.

• Education & Business Summit, Linda DiMario provided an update.
Mike Mussallem, CEO of Edwards LifeSciences, agreed to develop a letter to reach out to some of his business contacts in the Irvine area in an effort to bring more businesses to the table on this issue. Chancellor Howard Gillman will also co-sign the letter. We are currently waiting for this letter to be signed and forwarded to us. We will then set a date for Mr. Mussallem to Chair a 90-minute Roundtable for those businesses and participants from the education community. At the conclusion of the Roundtable, the results will be tallied and we will prepare for the July 2017 “Power the Future” event.

• Education & Career Readiness
• Career Discovery & Development, no update.

• Financial Forum
We take a moment today to thank and honor Peter Chan, who has been at the helm of this program since its inception. Over a 5-year period, Peter has provided the opportunity for over 750 middle school students to learn firsthand about basic financial investments and strategies. Peter has been assisted by
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Wes Rowlands and Kevin Quinlan, and the program continues to grow each year. The next workshop has not been confirmed as yet; however, it is targeted for March/April of 2017.

- **Job Shadowing**, Brian Dozer provided an update.
Pam Davidson and Brian Dozer are currently reaching out to such companies as Kia Motors, FBI, Thalis Avionics, Massimo, Mazda and others to engage them in this program. Irvine high school students have the opportunity to observe a real day in the work of an Irvine business. Edwards Lifesciences and Glidewell have been major partners, and we have added Blizzard Entertainment to the roster recently.

VI. **CHAIR COMMENTS & DISCUSSION**
- **EVC Meeting Update** – Linda DiMario provided an update.
The Council voted recently to revise the schedule for the normal quarterly Economic Vitality Council meeting. Moving forward we will have only two (2) EVC meetings during the year, in January and June. Additionally, for these two months, the BAR, E&WD and IDC will suspend their monthly meetings so that all are able to attend the EVC meeting.

Our **Forward Focus** meeting will be held on **Tuesday, January 17, 2017** at 4:00 p.m. at the Chamber offices. This meeting will allow the attendees to consider and respond to a set of questions that will help determine our direction moving forward. The normal reception will follow.

VII. **ANNOUNCEMENTS**
- December 22 through December 27 -- CHAMBER OFFICES CLOSED  MERRY CHRISTMAS
- December 30, 2016 through January 2, 2017 – CHAMBER OFFICES CLOSED  HAPPY NEW YEAR

VIII. **ADJOURNMENT**
- Meeting adjourned at 4:55 p.m. by Co-Chair Brian Dozer.

Minutes recorded by Pepper Russell

Next Meeting:
February 22, 2016
4:00 p.m. – 5:00 p.m.
**Irvine Chamber of Commerce**
36 Executive Park, Ste, 100, Irvine, CA 92614