AGENDA/MEETING NOTICE
BUSINESS & WORKFORCE DEVELOPMENT COMMITTEE

DATE Tuesday, December 19, 2017
CALLED BY Brian Andersen and Brian Dozer
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)
   All
   • Name, Company/Affiliation
   • What brings you to this meeting and how can the Chamber help you/your business?

III. KNOWLEDGE MULTIPLIER

IV. NEW BUSINESS
   • Emerging Sectors in Irvine
     Linda DiMario

V. 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.
     Brian Andersen
     bandersen@telecomprehensive.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
     Ethics Forum
     High school students learn how to identify common questionable situations and how to respond appropriately
• **Financial Workshop**
  *Introducing middle school students to the world of the Stock market and high finances.*

• **Job Discovery & Internships**
  *Offering high school students the opportunity to observe real-life work environments with Irvine’s leading companies.*

• **Emergency Business Recovery & Preparedness**
  *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.*

### VI. CHAIRS’ COMMENTS & DISCUSSION

Brian Andersen/Brian Dozer
bandersen@telecomprehensive.com
briandoz74@webster.edu

### VII. ANNOUNCEMENTS

- December 25 through January 2, 2018 – **OFFICE CLOSED -- Happy Holidays**
- **January 16** – Economic Vitality Council Meeting – 4:00 p.m. – No B&WD meeting in January
- **January 24** – Business Outlook Breakfast – Hotel Irvine, 7:30 – 9:30 a.m.
- **January 30** – International Development Committee Meeting – 12:00 Noon
- **February 3** – Career Edge Workshop – Practical Critical Thinking & Problem Solving – 8:30 a.m.

### VIII. ADJOURNMENT

**Next Meeting:**
February 20, 2017
4:00 p.m. -- 5:00 p.m.

**Greater Irvine Chamber of Commerce**
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