AGENDA/MEETING NOTICE  
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

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

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?

III. EVC FORWARD FOCUS RESULTS  
DiMario/Andersen
- Review of suggestions/recommendations
- Assignments & Next Tasks

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.

  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.

Domestic Business Attraction
Targeting regional businesses in specific industry verticals and developing strategies to attract them to Irvine.

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

VII. ANNOUNCEMENTS
• International Development Committee – February 27, 12:00 Noon @ the Chamber offices
• Women of Influence – March 8, 11:30 a.m. – 3:00 p.m. @ Irvine Marriott
• Business & Workforce Development Committee – March 20, 4:00 p.m. @ the Chamber offices
• International Development Committee – March 27, 12:00 Noon @ the Chamber offices
• 2018 OC’s Largest Mixer – March 29, 4:00 p.m. – 8:00 p.m. @ OC Fair & Events Center, Costa Mesa
• Career Edge – Successful Business Etiquette & Workplace Behaviors – April 7, @ 8:30 a.m. @ the Chamber Offices

VIII. ADJOURNMENT

Next Meeting:
March 20, 2018
4:00 p.m. -- 5:00 p.m.

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