MINUTES
ECONOMIC AND WORKFORCE DEVELOPMENT MEETING

DATE: Wednesday, March 15, 2017
CALLED BY: Co-Chair John Kurth
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.

I. OPENING:
   Meeting called to order at 4:03 p.m. by Co-Chair, John Kurth.

II. SELF-INTRODUCTIONS
John Kurth, Dan Han, Lauren Brooks, Dana Hindman, Peter Chan, Scott Schultz, Kathy Johnson, Cliff Wright, Keith Tuominen, Merry Kim, 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
• FDI Mission to the U.K. Review – Linda DiMario provided an update.
  In February, Linda DiMario and Diana Le of the Greater Chamber led a delegation of top business personnel on a 4-day tour of meetings with representatives of the U.K.’s life sciences eco-system. The delegation met with 40 different businesses and over 60 other businesses related to the support of the life sciences industry at a reception on the London Tower Bridge – a highlight of the visit.

  From that mission, we are currently working with 3 businesses who are considering moving or initializing a new branch in Irvine, with several other companies showing interest in the same move in the near future. We will be inviting interested companies to come to Irvine in fall to attend events hosted by OCTANe, the BIOCOM event and a FAM in October.

• April 19th Meeting – Presentation by Dr. Glenn Roquemore.
  Review and discussion of the article regarding CEO’s claim of lack of skilled workers and the connection to lack of training in higher education.

V. TASK FORCE REPORTS
• Career Edge – John Kurth provided an update.
  February 25th brought 20 students to the Greater Chamber to participate in the Communications in the 21st Century Workplace soft skills workshop led by Brian Dozer, John Kurth, and Linda DiMario. Attending as mentors were Dan Han, Joe Alvarez and Pepper Russell.
A post-event survey was forwarded to the students and we received 5 responses. The students were positive in their feedback, with most responding that the length of the workshop was good, they enjoyed having mentors at the table to discuss and explain the concepts being discussed and they wanted to be contacted for the next session.

The next scheduled workshop will be held on Saturday, April 22, at the Greater Chamber offices. The topic will be *Business Etiquette & Effective Workplace Behaviors*. We are searching for presenters and welcome volunteers to mentor the students during the workshop as well. Dana Hindman volunteers to assist.

- **Education & Business Collaboration**
- **Education & Business Summit**, Linda DiMario provided an update. This project is still in a holding pattern. Kate Klimow has volunteered to try to refocus the effort to get the letter signed by Chancellor Gilman. Once the letter is forwarded to us, a date will be set for Mr. Mussallem to Chair a 90-minute Roundtable for those businesses and participants from the education community. Those results will be tallied and prepared for the July 2017 “Power the Future” event.

- **Education & Career Readiness**
- **Financial Forum** – Brian Dozier provided an update. The next session has been scheduled for April 12th at Venado Middle School. A request was made for facilitators to assist. The session will begin at 7:30 a.m. and end at 9:00 a.m. Please contact Pepper for more information (949) 502-4129.

- **Job Shadowing**, Merry Kim provided an update. Zillow and Blizzard Entertainment have recently been added to the growing list of companies in Irvine willing to extend a half-day session to high school students. Edwards Lifesciences and Glidewell have been major past partners, we are currently working on other businesses to add to the list. At this meeting, Vitalink representatives Kathy Johnson and Cliff Wright volunteered to assist in the work of this vital Task Force.

A discussion followed on the challenges with internships from a legal standpoint and it was decided that the Task Force would put together a list of resources available for job shadowing to be provided at the next meeting and develop a plan of action to define where we can help, and/or how can we support the program.

- **Ethics Forum** – Keith Tuominen provided information. Two Irvine high schools, Creekside and Woodbridge, are interested in the revitalization of this program. The format of the sessions to be conducted has not been defined as yet. Keith has set up a meeting of the Task Force for March 28th at Creekside High. Two teachers from the high schools will join us to brainstorm the project and how it can be of best advantage to the students. It is hoped that the two high schools will be able to implement the program in fall 2017.
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V. NEW BUSINESS – None.

VI. CHAIR COMMENTS & DISCUSSION -- None.

VII. ANNOUNCEMENTS
• March 16 – Webinar -- Which Business Type is Driving Your Company’s Future? -- @ 12:05 PM
• March 23 – Webinar -- Small Business Resources with the SBA -- @ 12:05 PM
• March 28 – International Development Committee Meeting -- @ 12:00 PM at the Chamber offices
• March 30 – Webinar -- How to Hire Employees with High Emotional Intelligence -- @ 12:05 PM
• April 6 – New Member Reception & Evening Business Exchange – Double Tree Irvine Spectrum @ 4:00 PM
• April 18 – Business Attraction & Retention Meeting -- @ 4:00 PM at the Chamber offices
• April 19 – Economic & Workforce Development Meeting -- @ 4:00 PM at the Chamber offices
• April 22 – Career Edge – Business Etiquette & Effective Workplace Behaviors – 8:00 a.m. – 1:00 p.m. at the Chamber offices
• April 25 – International Development Committee Meeting – @ 12:00 PM at the Chamber offices
• April 26 – Business Outreach Rally – 8:00 a.m. to 4:00 p.m. @ the Chamber offices

VIII. ADJOURNMENT
• Meeting adjourned at 4:58 p.m. by Co-Chair John Kurth.

Minutes recorded by Pepper Russell

Next Meeting:
April 19, 2017
4:00 p.m. – 5:00 p.m.
Irvine Chamber of Commerce
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