MINUTES
ECONOMIC AND WORKFORCE DEVELOPMENT MEETING

DATE: Wednesday, December 16, 2015
CALLED BY: Wes Rowlands / Kevin Quinlan
LOCATION: Irvine Chamber of Commerce
           2485 McCabe Way Ste. 150, Irvine, CA 92614
MEETING TIME: 4:00 p.m. to 5:00 p.m.

I. OPENING:
Meeting called to order at 4:01 p.m. by Co-Chair, Wes Rowlands.

II. SELF-INTRODUCTIONS:
Kecia Hanson, Gwen Ng, Brian Dozer, Cathleen Greiner, John Kurth, Russell Levy, Keith
Touminen, Wes Rowlands, Kevin Quinlan, Angela Jeantet, Linda DiMario, Pepper Russell.

III. REVIEW OF MISSION STATEMENT
Co-Chair Wes Rowlands read through the EVC Strategic Plan handout which explains how the
Committee and Task Force work and strategies align with the goals and objectives of the
Chamber and Economic Vitality Council.

IV. TASK FORCE REPORTS:
• Skills Gap Solutions / Career Edge: Cathleen Greiner, Angela Jeantet, and John Kurth
  provided updates.
The Chamber has partnered with IVC and UCI Extension in a plan to provide and promote the
Coursera business courses to address identified soft skills gaps of potential workforce
candidates. Participants will collaborate online. Upon completion of the online course, those
IVC students enrolled in the “community” will be invited to a Practical Applications workshop
hosted by the Chamber. These workshops will occur quarterly at the Chamber, and will “test”
their skill levels.

This program will also put students in touch with actual business owners who will evaluate
their abilities. At this time there are no academic credits available; however, we may be able
to apply for accreditation at a later time. We will also investigate the possibility of having
sponsors in the future.

• ATEP: No update.

• Business & Education Development Summit: No update.
• **Education & Career Readiness Task Force**  
  o **Career Discovery & Development:** Wes Rowlands presented updates.  
  This Task Force introduces new and/or alternative workforce pathway options to students and parents at middle and high school facilities, as well as options to the standard 4 year Universities such as 2 years at a local Community College on their desired work path.

  Wes reports that two (2) sessions have been successfully completed. The goal is to increase the program outreach and discussions continue with IUSD on how to schedule additional sessions.

  Linda DiMario discussed some of the legal implications of accepting interns for work purposes. Those interns accepted must now sign specific legal statements that they will not sue or bring suit against the entity they accept the internship from.

  o **Financial Forum:** Wes Rowlands presented updates.  
  Peter Chan and Wes Rowlands co-present this workshop to introduce middle school students to the world of stocks and investments. This year two (2) sessions were completed at Rancho San Joaquin Middle School where 75 students were awarded Certificates of Completion as participants. The next sessions will begin at Jeffrey Trail Middle School and run between March 22 and April 26, 2016. The Task Force welcomes volunteers to work with the students, there is no financial knowledge needed to participate. The workshops run 7:30 a.m. to 9:00 a.m.

  o **Job Shadowing & Internships:** Wes Rowlands presented updates.  
  The scheduled ½ day tour of Edwards Life Sciences Thursday, December 3rd was postponed due to FDA concerns. Further information on this postponed session will be posted as we receive it. A session for Spring, 2016 has been scheduled for Glidewell Industries.

• **Career Technical Education (CTE) Alignment:** Linda DiMario requested volunteers to assist with the review of the documents provided by the California Community Colleges Task Force on Workforce, Job Creation and Strong Economy and provide the Committee with a report that shows alignment with the Chamber goals and initiatives. Linda states that this will be a 30 to 60 day task. Keith Tuominen states that the IUSD is working with Vital Link to build their CTE program. The District has applied for a grant and will use the funds to build out their curriculum for a longer project, rather than implement a short term (1 year) program with no plan for future growth. Mo Vaziri and Wes Rowlands volunteer for this Task Force.

  Russell Levy reports that he is currently working with Veterans on soft skills to allow them greater access to local jobs.

V. **NEW BUSINESS:** None.
VI. **CHAIR COMMENTS & DISCUSSION:**
The EVC Quarterly meeting will be held on Tuesday, January 12th. The format will change for this meeting only with small table groupings. We will begin with a short review of the past year and our accomplishments. Afterwards, small groups of Task Force members will review and discuss specific questions about challenges and opportunities provided by the Committee Chairs. After 30 to 45 minutes, the meeting will resume and review the suggestions and recommendations of the small group participants.

Linda DiMario requests that any suggestions for the questions or opportunities to be discussed at the meeting be forwarded to her.

VII. **ANNOUNCEMENTS:**
- Dec 17 – *Authentic & Simple Social Media Execution for Small Business Owners* Webinar @ 12:05 p.m.
- Dec 24, 2015 – Jan 3, 2016 Chamber offices will be closed
- Jan 12 – EVC Quarterly Meeting 4:00 p.m. @ Chamber
- Jan 22 – Business Outlook 2016 at Irvine Marriott from 7:30-9:30am

VIII. **ADJOURNMENT:**
- 5:02 p.m. Co-Chair Kevin Quinlan adjourned the meeting.

Minutes recorded by Pepper Russell

**Next Meeting:**
January 20, 2016
4:00 p.m. – 5:00 p.m.

**Irvine Chamber of Commerce**
2485 McCabe Way, Ste. 150, Irvine, CA 92614