

Calmentor Program, North Region

Meeting Minutes

June 10, 2010

10:00 a.m. – 12:00 p.m.

<p><u>Steering Committee Members - Present</u> Chuck Laughlin, Caltrans Jim Brainard, REY Engineers, Inc. Beth Power, Caltrop Christy Corzine, ICF Jones & Stokes Jeff Cox, Holdrege & Kull</p> <p><u>Steering Committee Members - Absent</u> Mark Rayback, Wood Rodgers</p>	<p><u>Guests</u> Ted Lidie, Associated Engineering Consultants Liza Whitmore, Caltrans Leslie Mingo, Caltrans</p>
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Welcome/Roll Call

Chuck Laughlin welcomed everyone in attendance and each person introduced themselves.

Approval of Minutes

There had been no quorum so approval was not needed.

Resignation of Steering Committee members

Chuck Laughlin advised that Majdi Kanaan resigned on 6/3/2010.

Membership

Mentor application for Patricia Preston, APEX Civil Engineering was unanimously approved. Motion to approve and seconded.

Sub-Committees Reports

Recruitment

Ted Lidie: Expressed satisfaction with the pairing of REY Engineers and Area West Engineering and would like MOU's to be approved as soon as possible. Ted requested participant updates that can be used to share and encourage new recruits. Chuck agreed to follow up with REY Engineers and Christy will review and respond by e-mail. Ted would like any notes or dialogs regarding pairings that can be used for recruitment.

Publicity

Jeff Cox would like dialogs, notes and/or examples for the video storyboard he is creating. Success stories from districts 3, 4 and 7, Adanta, and Geocon Inc. Chuck agreed to meet with Jeff at the end of July to provide his dialog and video interview.

Special Events

Beth Power and Ted Lidie suggested setting up an informational table and a schedule for the assistants or helpers to follow. Ted agreed to set up a schedule. Liza Whitman suggested the mandatory pre-bid process as a model.

Jim Brainard requested a "coordination meeting" to be scheduled at the end of July. It was agreed that anyone involved in the Calmentor Program should attend. Possible "mandatory" mentor attendance was suggested. Chuck will send meeting notification to steering committee members.

ACTION Items:

1. Chuck to draft a letter to be sent to the Calmentor membership regarding the need to fill vacancies on the Steering Committee
2. Chuck to draft new language for membership applications and send to current Steering committee for approval.
3. Chuck to notify PIO Office to add Jerry Way, Director of the City of Sacramento, Department of Transportation to the list of Speakers for the Annual Event.