

Calmentor Program, North Region

Meeting Minutes

August 02, 2010

10:30 a.m. – 12:00 p.m.

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

Chuck Laughlin welcomed everyone in attendance.

Approval of Minutes

The August 2, 2010 Minutes were approved and seconded.

Membership

Ted Lidie, Associated Engineering Consultants application for the Steering Committee was approved.

Welcome aboard, Ted.

Sub-Committees Reports

Recruitment

Ted Lidie: Would like to set up a table or booth, at the October 7th North Region Annual Calmentor Event, for on-site pairing of Mentors and Protégé. Ted offered to man the table/booth. If we have Mentor and Protégé application, so attendees could fill them out right there. It was suggested that the application be voted at the Event. MOU's could also be completed. Pairing of the Mentor and Protégé could, conceptually, be paired at the Event and then an actual vote would be taken at the next Steering Committee Meeting.

It was suggested, by Beth. that two listings (one Mentors and one Protégé also be placed at the table/booth. This way attendees could check "who's who" and seek each other out at the Event.

Ted has sent sponsorship flyers to the APWA Branch. He will also contact Omni Means, ICIF, CH2Mhill And Adanta for sponsorship dollars for the Event.

Beth advised that she has contacted, but has not heard back, from Valli Cooper, ACEC or PB regarding a sponsorship.

Publicity

Beth would like to see the following happen within next few weeks:

- Blast of e-mails, with the sponsor flyers attached (3 or 4 times before the middle of September.
- Get examples/templates from District 6 – Central Region of their Mailers (postcards and Registration Form). One we obtain them, Chuck will modify them for our Event.

- Have small business liaisons from Districts 1, 2 and 3, send out e-mails and mailers to the people on their small business mailing lists. (Liz Whitmore said this could be done)
- Mark Rayback is the “who’s who” person for State, County and City officials. He will call them and extend an invitation for them to attend the Event.
 - o The cost of admission will be waived. They are to be guests of the Steering Committee.

Special Events

Beth Power – Advised that “Breakfast of Champions”, the non-profit organization sponsoring the Calmentor Event has raised \$3,500.00 for the Event. The goal is \$6,000.00. We need more people to get involved.

Beth will have another flyer completed in September. The new flyer will contain the cost of entry into the Event. It is suggested that the entrance fee be \$20.00. It will show the time the speakers will be speaking and also list those speakers. The speakers for this Event will be scheduled from 6:00 p.m. – 6:15 p.m.

So far we have a commitment from Jerry Way, Director of the Department of Transportation for the City of Sacramento. Jeff will continue to stay in touch with Jerry Way.

Chuck Laughlin has also offered to be a speaker, if needed.

A meeting, at the Auto Museum needs to be arranged. That way the people involved in the Special Event have an idea of the layout and obtain more knowledge of what is acceptable and what is not.

Storyboard

Jeff Cox has been working diligently on the Storyboard.

He is filming the interview with Chuck Laughlin, right after this meeting.

This afternoon, he has an appointment with GEOCON and Adanta.

Monday will be the interviews with CALTROP.

Jeff will soon be starting the video of the various road project pictures being shown at Auto Museum. These will be displayed on television feeds throughout the Museum.