



Calmentor Steering Committee Monthly Meeting Minutes

May 15, 2019
9:00 AM – 10:00 AM

Attendees:

Zahnab Chechi
Damon Dorn
~~Elizabeth Gaylord~~
Stacie Gandy
~~Jenna Matsumoto~~
Luis Robles
Michelle Cross
Aaron Morgan
Gina Reiland
~~Ricky Johnson~~
Shaun Vemuri
Patricia Silva
~~Steve Mendenhall~~
Steven Robinson

Meeting Minutes:

1. Mentor/Protégé

- **New pairings/Follow-up Program**
 - Ghirardelli Associates and Whitchurch Engineering

2. Funds

- The remaining account balance is \$5,417.00.

3. Events

- **Calmentor Networking Breakfast and Educational Fair on May 24th**
 - Panel consists of the following:
 - Division of Procurement and Contracts (DPAC)
 - Office of Business and Economic Opportunity (OBEO)
 - NorCal Procurement Technical Assistance Center (PTAC)
 - Campbell Taylor & Co. (CPA firm)
 - Office of Audits & Investigations



- Advertise the event. Committee members asked to share event information with networking contacts to get the word out.
 - Advertised with Small Business network, CT social media, current CT consultants, etc.
 - **Plan for July event in Sacramento**
 - Still in planning stages.
 - Committee agreed that Zocalo midtown is a good location.
 - Committee members to verify no conflicting event dates through their contacts.
 - CT to verify no conflicts through Eventbrite and other department outreach methods.
 - The idea for this event is to have a fun topic, great moderator, and a great panel.
 - The following topics were mentioned: innovation in transportation, affordable housing, and smart transportation (Luis will reach out to his connections with City of Sacramento).
 - Committee members are to decide topic, who we want as the panelists, and get back to us via email prior to our next meeting.
 - **Future events**
 - More events will take place in Sacramento.
 - Change things up.
- 4. Committee Vacancies**
- No new interest.
 - Michelle Cross may be stepping down but will ensure she finds a replacement from Stantec before she leaves.
 - Chair to review by-laws and committee attendance for possible replacements.
- 5. New Business**
- **Contract Look Ahead**
 - D1 and D2 Design contract to be advertised by June 2019.
 - Last Chance Grade – Project Specific to be advertised by June 2019.
 - Replacement contract for D3 Biological support to be advertised by July 2019.

The next Steering Committee meeting will be held
on Wednesday, June 19, 2019. ☺