



# Calmentor Steering Committee Monthly Meeting Minutes

September 18, 2019  
9:00 AM – 10:00 AM

## Attendees:

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

## Meeting Minutes:

### **1. Mentor/Protégé**

- **New pairings/Follow-up Program**
- **Pairings update**
  - Steve is working on RFE Engineering's graduation letter.
- **Committee Member's Participation**
  - Sara Cortez and Michelle Tovar will reach out to all members (mentor/protégé list) to invite them to the event and confirm that they are still interested in being a part of the program. Zahnab will send Committee an updated mentor/protégé list.

### **2. Funds**

- The account balance was \$4,292.42.
  - We sponsored \$100.00 for the small business event in Redding on August 22<sup>nd</sup>.



- On September 16<sup>th</sup>, the following items were purchased from Amazon: name badge inserts, storage bins, and a microphone with a speaker. Spent a total of \$147.50.
- **Current account balance is \$4,044.92**

### **3. Events**

- **Networking event at Fort Rock Brewing on October 30<sup>th</sup> 4:00 to 6:00 pm**
  - Sara visited the brewery. There's no private room, no plain white wall for projecting, and brewery can get loud.
  - Patrick volunteered to look into other venues.
  - Patrick brought up goals and measuring success (track success by giving grades to the primes, etc.). Set a goal for 2020; for example, increase number of pairings by 50 percent and produce more graduates.

### **4. Committee Vacancies**

- Jenna mentioned that she would like to clean up vacancies.

### **5. New Business**

- New D2 Construction contract.
- RFQ for Design District 1 and 2 contracts will be posted very soon.
- District 3 Construction contracts should be advertised shortly.
- Willits Bypass contract has been advertised.

The next Steering Committee meeting will be held  
on Wednesday, October 16, 2019. 😊