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
     o Steve is working on RFE Engineering’s graduation letter.
   • Committee Member’s Participation
     o 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.
     o We sponsored $100.00 for the small business event in Redding on
       August 22nd.
o On September 16th, the following items were purchased from Amazon: name badge inserts, storage bins, and a microphone with a speaker. Spent a total of $147.50.

o Current account balance is $4,044.92

3. Events
   - Networking event at Fort Rock Brewing on October 30th 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. 😊