



ADDRESS REPLY TO:
California Apprenticeship Council
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CAC/CCA LIAISON
COMMITTEE MEETING
Minutes

CAC Commissioner Scott Gordon
CCA Chairperson Scott Lewis

Sheraton Park Hotel - Anaheim

Wednesday, October 29, 2014
8:30 A.M. – 9:30 A.M.
Room – Palm East

- I. Call to Order/Roll Call CCA Chairperson Scott Lewis calls the meeting to order.
 - a. Members present: Scott Lewis, Scott Gordon, Duane Friel, Alex Beltran, Diane Ravnik, and Jack Buckhorn
 - b. Members Absent: Carl Goff, Keith Dias, Patrick Knighton, Scott Payne, Barbara Blake, and James Hussey
- II. Self-Introductions
 - Self-introductions were made by the attendees.
- III. Review/approval July 30, 2014 Minutes.
 - a. Chairperson Scott Lewis noted that Duane Friel was present at the last meeting and asked the change be reflected as revised. A motion and a second to approve the Minutes of July 30, 2014 were made. All approved.
- IV. Treasurer's Report – Patrick Knighton

Mr. Knighton was not present to give a report. The report will be tabled until the next meeting.
- V. Location of 2016 CCA Event
 - a. Mr. Lewis met with Nick Delpozzo – representative for Hyatt Regency Monterey and secured the State per diem rate of \$125.00. The proposal presented needs to make some minor changes but overall everything looks good and the 2016 CCA event will be held at the Hyatt Regency Monterey.

VI. Suggestions for the 2016 CCA Networking Event

a. Murder Mystery Dinner

Mr. Lewis spoke with a company for a murder mystery dinner and the total for the dinner and the entertainment would come to approximately \$6 – 7 K.

b. Boat Charters

The company can provide a single craft or dual craft as well as dinner on the boat. The dinner would involve an outside caterer. The murder mystery company would be unable to provide the entertainment on the boat due to liability. The best to hire on the charter boat would be a dinner on the bay. The cost of this event is approximately \$2 – 3 K.

c. Taste of Monterey – wine tasting hosted on site

The cost is approximately \$50.00 per person for two hours and approximately \$45.00 per person for one hour. This includes wine tasting (wine from local area), and appetizers. There would be an additional charge for a buffet dinner.

d. Monterey Beach Party – hosted by the Warf

A restaurant on the east side of the Warf sets up the beach for the party. Approximate cost of event is \$19,000.00.

e. Monterey Aquarium

Mr. Lewis will continue to inquire on getting vouchers for attendee's family members while the conference is in session.

Mr. Lewis asked for suggestions on any of the networking events as a choice. It was agreed to discontinue research on the beach party as the cost was too high. Whale watching was suggested. He will speak with the hotel for additional information on the different events.

VII. Suggestions for the 2016 CCA Entertainment Venue

a. Mr. Lewis spoke with the Wayne Foster Company. The cost of this event is approximately \$10K.

Commissioner Jack Buckhorn motion to secure the Wayne Foster Company as the entertainment for the 2016 CCA. A second was made. All were in favor. The motion carried.

VIII. 2016 CCA Website

a. Mr. Lewis stated that he created a store based website. It has a storefront with packages, "About Us", "Contact Information". The conference package includes both networking events- golf tournament, workshops, hosted lunch, and the Hall of Fame banquet. You can add additional items, such as banquet tickets, golf tickets. You then check out and pay with your credit card. The website is hosted through weebly.com. at a cost of approximately \$300.00 a year or \$350.00 for 1 ½ years. There is also a company called *Stripe* that provides credit card transactions at a cost of 2.9% per transaction plus \$.30 per transaction. Mr. Lewis has estimated the costs to be approximately \$1100 - \$1200. This amount is within the same costs as the financial services that

were paid last year and in previous years. The benefit of using these services would be in tracking purchases. Reports can be printed out. Credit card transactions will go directly into the CCA account.

Mr. Lewis asked for a motion to approve hosting of the website store not to exceed \$350.00 and the transaction costs for Stripe of approximately \$1200.00 in financial services.

Commissioner Jack Buckhorn made the motion and DAS Chief Diane Ravnik seconded the motion. All were in favor. The motion carried.

Comments from the public:

It was asked about sponsors without credit cards. The website does have a link for vendors and detailed inquires of what features they will need at their booth. There is a sponsor form that can be printed and mailed with their check. Details are still not complete.

IX. Sub Committees

- a. In January Mr. Lewis will begin assigning sub committees. Mr. Simonich is on the committee for the golf tournament. He will need help on the committee to recruit sponsorships to cover costs. Each sub-committee that is defined will not only be responsible for taking care of all the activities and sponsorships for that area.

X. Guest Speakers

- a. Mr. Lewis asked the attendees for suggestions on guest speakers. He suggested someone that would speak on information needed and issues that are most important to the apprenticeship community. He asked the attendees to bring suggestions and confirm a speaker at the January meeting.

XI. Adjournment

- a. A motion and a second were made to adjourn the meeting. All were in favor. The motion carried. The meeting adjourned at 9:00 a.m.