



ADDRESS REPLY TO:  
California Apprenticeship Council  
P. O. Box 420603  
San Francisco, CA 94142-0603

## CAC/CCA LIAISON COMMITTEE MEETING

### MINUTES

Wednesday – October 26, 2011 8:00 A.M.

I. Call To Order/ Roll Call

CCA Chairman, Jose Padilla, called the meeting to order at 8:05 A.M.

Members present: Jose Oscar Padilla, Kate Leyden, Julia Dozier, Anne Quick, John Foster, Jack Buckhorn (A), Patrick Knighton, Duane Friel, Darell Lawrence, and Deputy Chief Glen Forman

Members absent: Ken Lavigne, Scott Lewis and Chief Diane Ravnik  
A quorum was met.

Self introductions of attendees were made at the request of Mr. Padilla.

II. Review/Approval of the minutes of July 27, 2011

A motion and a second were made to approve the minutes of July 27, 2011. The minutes were approved as written.

III. Treasurer's Report – Patrick Knighton

- Mr. Knighton gave a brief treasurer's report.  
A motion was made and seconded were made to approve funds for coffee & tea at the quarterly meetings, not to exceed \$350.00. All approved. The motion carried.

IV. Networking event – Jose Padilla

- Mr. Padilla reported that the networking event would be held at Crystal Springs Golf Course in the city of Burlingame on Tuesday, April 24, 2012.

V. Vendors – Jose Padilla

- Mr. Padilla asked the attendees for contacts of potential vendors for the conference. He presented a copy of the letter of invitation to vendors and gave an overview of benefits the vendors will receive during the conference. The deadline for the registration fee is February 24, 2012. Mr. Padilla will send a copy of the letter to the attendees.
- Mr. Padilla also reported on the conference and sponsorships and the recognition they will receive throughout the conference.

VI. Possible Workshops

- Current list of workshops:
  - California Electrical Training (Green Training)
  - DAS Audit Unit

- EPT Funding Grants
  - Kaiser Permanente – Stress Control
  - Enhance Construction Safety Training
  - Ergonomics & Safety
- Further workshop suggestions
    - Workforce Investment Board
    - Electronic Data Base

VII. Entertainment/Speaker suggestions for 2012 Conference – Jose Padilla

- Mr. Padilla reported that when contacting high school jazz bands for entertainment, he found that it was difficult to find one with a repertoire of at least 3 hours.
- Mr. Padilla also reported that he will be sending a letter of invitation to the governor to present the Hall of Fame award. Chief Diane Ravnik will follow up with a letter than another letter from the Directors’ office. It was suggested that if he is unable to attend the dinner perhaps he could be the speaker at the luncheon.
- It was suggested to hire a DJ for dinner and then have a live band for the remainder of the evening.
- It was suggested to form committees and assign responsibilities to portions of event. Commissioner Kate Leyden will contact Mr. Padilla to coordinate forming committees.
- Mr. Padilla would like volunteers in helping to create a pamphlet with the schedule of events during the conference. Darrell Lawrence, Drywall / Lathers JATC will send Mr. Padilla the pamphlet that was presented at the 2008 Conference as a guide. Commissioner Dozier offered a conference call line from the California Community Colleges Chancellor’s office.

VIII. Other Items of Interest

- Mr. Padilla asked the attendees to invite educators and sponsor them for the event. He further stated that Educators Day is Wednesday, April 25<sup>th</sup>. The sponsorship would include registration packet, continental breakfast, and the luncheon.
- Mr. Padilla reported that the hotel provided him with a link so people can make their reservation online.
- Patrick Knighton, Treasurer for the conference asked attendees that will be working on pamphlets or items spent for the conference to send him your estimates and or quotes. You can contact Mr. Knighton at [pknighton@positivelyelectric.org](mailto:pknighton@positivelyelectric.org) or call (858) 569-6633 ext. 132.

IX. Adjournment

A motion and second were made to adjourn the meeting. All were in favor. The motion carried.

The meeting adjourned at 8:55 A.M.