



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

CAC/CCA LIAISON COMMITTEE MEETING

MINUTES

Wednesday – October 25, 2012 8:00 A.M.

I. Call To Order/ Roll Call

CAC Chairman, Jack Buckhorn, called the meeting to order at 8:05 A.M.

Members present: Jack Buckhorn, Ken Lavigne, Patrick Knighton, Donna Bechthold, Scott Gordon, and Chief Diane Ravnik

Members absent: Duane Friel, Scott Lewis, Keith Dias, Pula Resa, and Carl Goff

A quorum was met.

II. Review/Approval of the minutes of July 25, 2012

Commissioner Jack Buckhorn made a motion to approve the minutes of July 25, 2012 minutes and Chief Ravnik seconded the motion. All approved. The minutes were approved as submitted.

III. Treasurer's Report – Patrick Knighton

- Mr. Knighton reported the totals as of October 2012. The only action item from the last meeting was the expense of coffee service for the meeting. A motion and a second to approve expenses for the coffee service at this meeting were made. All were in favor. The motion carried.

IV. Possible Hotel Sites for 2014 Conference – Patrick Knighton

- Mr. Knighton reported that he and Mr. Lavigne went to the Hilton San Diego Bay Front hotel and expressed concern with the area for the vendors. There was much discussion about establishing exact dates and rates for the event. Chief Ravnik made a motion to negotiate the May 7 – 9, 2014 rate at the Hilton San Diego Bay Front. Commissioner Jack Buckhorn seconded the motion. All were in favor. The motion carried.

V. Additions to Conference Mailing List

- Chief Ravnik commented that this upcoming conference is an opportunity for the committee to outreach to other groups. She suggested adding the local and regional WIBs as well as the ICV (Interagency Council on Veterans) to the conference's invitation list. Mr. Knighton stated that he is planning on getting a mailing list from the California School Board Association in San Diego. Commissioner Buckhorn suggested inviting the Chamber of Commerce.

- VI. Possible Networking event sites for 2014 conference
- Mr. Knighton reported that Don Simonich has been appointed the contact person for the event site.
- VII. List Possible Workshops for 2014 Conference
- Patrick Knighton stated that a discussion was made to invite the WIB boards to introduce them to apprenticeship. It was suggested to rotate the different type of workshops. The following suggestions were made:
 - Construction Tech Academy
 - OSHA Training
 - Employment Training Panel
 - Kaiser looks forward to attending again
 - It was suggested to create a master list of all the workshops that were presented in the past.
 - It was also suggested for DAS to provide forms and rules on apprenticeship.
- VIII. Other Items of Interest
- Commissioner Buckhorn asked for an agreement to send a solicitation letter to sponsors of apprenticeship asking them for help to put on the event. He will get a list of contact information.
- IX. Adjournment

Commissioner Buckhorn adjourned the meeting at 9:05 A.M.