



CAC/CCA LIAISON COMMITTEE MEETING

MINUTES

Wednesday – July 24, 2013 10:00 A.M.

I. Call To Order/ Roll Call

DAS Chief Diane Ravnik called the meeting to order at 10:05 A.M.

Members present: Scott Payne, Jack Buckhorn, Donna Bechthold, Paul Von Berg, Scott Lewis, Patrick Knighton, Pula Resa, Carl Goff, Duane Friel, Barbara Blake, and Chief Diane Ravnik

Members absent: Keith Dias

A quorum was met.

II. Review/Approval of the minutes of April 24, 2013

Scott Lewis made a motion to approve the minutes of April 24, 2013 stating that the minutes were noted so say “Chief Ravnik clarified the dates to be April 22 – 25, 2014. It was confirmed by committee chair Scott Payne.

- At the request of CCA Chairperson Scott Payne the following information is being added to these minutes: The big event in April is moved to April 29th to May 1st with Friday May 2nd being the CAC meeting. Please note that the new date changes were not discussed at the meeting.” A second was made. All approved. The minutes were approved as submitted.

III. Treasurer’s Report – Patrick Knighton

Mr. Knighton passed out the treasurer’s report and noted that checks were made out for the conference to the Hilton San Diego Resort, and reimbursement for coffee service of the last meeting, and the 2012 audit.

IV. Possible Hotel Sites for 2014 Conference – Scott Payne

- Mr. Payne stated that the site was approved at the last meeting. The conference will be held at the Hilton San Diego Resort & Spa at 1775 East Mission Bay Drive, San Diego, CA 92109. Further detailed information will be sent out on the registration forms and e-mails. The deposit has been made.

V. Additions to Conference Mailing List

- Cecile Standridge reported that over 1,000 recipients are on the mailing list. She also stated that there are several copies of the mailing list on the back table. She asked everyone to look through the list to ensure they or their programs

were represented and make necessary changes by adding or deleting a name or program.

- VI. DAS portion of conference – 75th Anniversary
DAS Chief Diane Ravnik reported that DAS is in the process of putting together information in a timeline format of the past 75 years of DAS. She further stated that Deputy Chief Glen Forman has been working with the DIR Public Relations office to find pictures and documents that show how far apprenticeship has come. She asked the attendees to send Glen any old pictures or tools that could be used as part of the display.
- VII. WorkHands
Chairperson Scott Payne introduced James Dunbar and Patrick Cushing founders of WorkHands. He reported that they will be vendor at the upcoming conference. Mr. Cushing and his brother James Dunbar created an internet company designed to help skilled tradesmen find employment. You can create a profile to show you earned your license and/or certificates. WorkHands can also send you reminders to renew your license. The website is free to workers.
- VIII. Possible Networking event sites for 2014 Conference
- Don Simonich reported that the Golf tournament is scheduled at the Coronado Golf Course on April 29th. The fee is \$115.00. Sponsorship is available.
 - A luau has been confirmed to take place at the hotel site. The fee for attending the event is \$75.00 which includes dinner and entertainment.
A motion and second were made to send a \$1,500.00 down payment to secure the luau event. All approved. The motion carried.
- IX. Establishing Dates for the rough workshop schedule for 2014 Conference
- Jamie Robison reported that a meeting for the schedule of the workshops resulted in combing some of them together in order to cover all topics and still stay within the two day time frame.
- X. Entertainment Suggestions for 2014
- Mr. Payne reported that Wayne Foster Music & Entertainment has been chosen for the conference. Scott Payne made a motion for \$ 4,975.00 deposit to secure the Wayne Foster entertainment group. A second was made. All were in favor. The motion carried.
- XI. Meeting group update
- Mr. Payne reported that sample covers and forms for the banquet were available at the back table. See attachment to these minutes.
 - Chief Diane Ravnik noted that DAS will be submitting the Save the Date flyer on the back of the DAS Newsletter until the event.
 - Reservation at the hotel can made at any time until the cut-off date of March 30, 2014.
 - DAS Chief Ravnik gave accolades and thanks to Scott Payne and the CCA committee for their work and the progress they have made and keeping on schedule.

XII. Adjournment

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

The meeting adjourned at 10:50 a.m.