



NORTHWEST SAN PEDRO NEIGHBORHOOD COUNCIL
Pathways to Employment IV APRIL 25TH Ad Hoc COMMITTEE REPORT
Meeting Held at Peck Park on February 10th at 6:00 pm

Committee Member Attendees Laurie Jacobs, Joe Zaarour, Daisy Zaarour, Ann Hoang, Darlene Zavalney, Katie Marrie, Octavianos Rios, Diana Nave, Arlene Dickey, Linda Klinger, Sandy Alvarenga, NEW member Susan Shishim
Committee Members not in attendance Lisa Blod, Mary Gant, Katie Marrie, Jeri Hawkins

Meeting agendas and reports are posted on our website at nwsanpedro.org

EVENT PLANNING SUBMISSION TO DONE

- Final Event Approval forms were submitted to DONE on Monday, February 9, 2015, Laurie will follow up.

REVIEW OF VENUE

- Sandy Alvarenga offered several options for additional rooms should we decide we will require more than 12 classrooms. We can either use 7 classrooms in the back building or use 2 rooms next to the All Purpose Room
- Some concerns about high attendance were discussed. We must have process in place to ensure a maximum number of students are accepted to avoid any security or safety issues. We will continue to review this issue.

SCHOOL CHAMPION PROGRAM & OUTREACH – Darlene Zavalney and Joe Zaarour

- Darlene reviewed each local school/organization in which we will want student and adult champions to promote our event. We were able to assign a “champion” adult for most schools and will contact additional people to cover schools not yet assigned.
- Darlene will develop a “Best Practices” list of ideas for the “champions” to create a solid recruitment campaign

WORKSHOP TOPICS & PRESENTERS, AFTERNOON ORGANIZATIONS

- We all reviewed the Master List of potential volunteer presenters and brainstormed ideas for new workshops most relevant to today’s educational and career environment.
- We each will reach out to the community to fill some of the open topic spots.
- New information to be emailed to Laurie Jacobs to update in Google Docs

SCHOOL PERMIT

- Diana Nave will follow up with the necessary people to secure the proper permit for the event

BUDGET

- The check from the Harbor Community Benefits Foundation was given to Arlene Dickey of the Rotary

OPENING SPEAKER

- Mayor Garcetti will not be able to give us a very timely confirmation so we will secure another opening speaker.
- Laurie will contact Mike Lansing to ask about Anthony Luna as a speaker

REGISTRATION & PRINTING OF MATERIALS

- Laurie will follow up with Katie Marrie to set up the online registration as this must be up and running before we distribute flyers, and begin community announcements.
- The postcard and flyers were revised. Darlene will proceed with getting printing quotes as we need to print materials soon.

ASSIGNED RESPONSIBILITIES

- Arlene is working on a Rotary participant list and will forward to Laurie
- We will also solicit more volunteers from our Neighborhood Council along with Central and Coastal as needed

FUTURE PLANNING MEETING CALENDAR

Tuesday Feb 24

Tuesday Mar 10