

TEAMS Partnership Meeting

MINUTES March 17, 2011

Members in Attendance:

Ana Maria Flores (Dept. of Rehabilitation), Angelena Moore (Mt. SAC), Clinton Carver (EDD), Olin King (EDD), Melinda McGee (EDD), Lorraine Contreras (SCSEP), Yohalmo Pereira (PathPoint), Ranie Riley (Arcadia Mental Health), and Shelly Laddusaw (LA Works).

Partnership Staff Status:

Ranie introduced Steve Edwards who is assisting her at Arcadia Mental Health.

Lorraine mentioned she had a client who was able to access services through the Dress for Success Agency and was very pleased with the items she was able to receive.

Angelena gave updates on their HHA program that will be advertised in the Penny Saver next week. She also provided an update on how the LA WORKS students currently enrolled at Mt. SAC are doing.

Client Services Update:

In Jorge's absence, Shelly discussed the NEG/OJT Program and that we are still looking for employers to participate in the program.

Employer Informational Seminar Planning:

A draft agenda and flyer/invitation to invite employers was reviewed. Ranie indicated that the flyer/invitation was not employer friendly and needs work. She offered to work on it and Shelly will see if Sandy Meza from LA Works can also work on it. Ranie also thought it would be a good idea to hand out some type of promotional item with all of the partner's logo to distribute at the Seminar such as a coffee mug, mouse pad, etc. Everyone needs to send Ranie their agency logos so she can work on it.

- **Assignments for next meeting: Bring list of employers to be invited to the Seminar and finalize agenda.**

Out-of-school-Youth – Office Skills Academy:

LA WORKS will be offering an Office Skills Academy for their youth, ages 18-22. LA WORKS is currently in talks with Mt. SAC to provide the computer training portion of the program. Students will learn MS Office and received a certificate at the completion of the program.

CQI:

A copy of the February Customer Satisfaction Summary and July 1 2010-February to date was distributed for review.

Open Forum: Nothing to report.

Upcoming Events: Just a reminder that May is Veteran's Appreciation Month – Hire A Hero, Honor A Vet. More information about activities will be forthcoming.

Next Meeting: Our next meeting will be April 7, 2011.