



Strong Workforce Committee Meeting

Agenda - DRAFT

Tuesday, 11:00am-12:00pm | December 12, 2023

Virtual Zoom: <https://smccd.zoom.us/j/82853094586?from=addon>

Room: 8-119

Committee	Guests
<p>Dean of Business, Design & Workforce: Hyla Lacefield</p> <p>Interim Director of Workforce: Dr. Carole Meagher</p> <p>Committee Liaison: Dr. Candice Nance</p>	<p>Chialin Hsieh Vice President of Instruction</p> <p>Mary Chries Concha Thia Business Operations Office - Budget Office</p>

	Item	Time	Responsible	Outcome/ Followup
1.	Welcome and Introductions	1	All	
2.	Adoption of Agenda	2	Carole	
3.	Approval of Minutes a. 12-5-2023	2	Carole	
4.	Presentation of SharePoint site	5	Candice	
5.	Funding Requests for approval (attached Excel – Local, Regional Sheets)	20	Carole	
6.	Review Funding Request Form <ul style="list-style-type: none"> • Discuss meeting procedures • Discuss followup • Award letter template 	10	Carole	
7.	Current topics, issues, updates <ol style="list-style-type: none"> a. LinkedIn Contract b. Physics Career Exploration c. Water Treatment and Distribution d. Menlo Park/Las Pulgas Development Agency 		All	

	Item	Time	Responsible	Outcome/ Followup
	e. Fitness Trainer Program			
8.	Future meeting dates	1	Carole	<p>Operational Meeting 9:30-11:30 AM Wednesday December 13, 2023</p> <p>For Spring 2024: 11:00am-12:00pm on Tuesdays, Weekly beginning January 16th until further notice.</p>
9.	Adjourn			