



Steering Committee – Calmentor Program Quarterly Meeting
Thursday, February 22, 2024, 1:00 p.m. – 2:00 p.m.

AGENDA

District 4 Room 9-760

111 Grand Avenue (9th Floor), Oakland Ca

Virtual Attendance

[Zoom Access Link](#)

1. **Roll Call for Quorum and Agenda Approval** (5min)
Steve Mendenhall, Chairperson

2. **Action Items** (10 Mins)
 - a. Approval of Regular [Meeting Minutes from December 5, 2023](#), and [Special Meeting Minutes from February 8, 2024](#),
 - b. Approve 2023 [3rd](#) and [4th](#) Quarterly Program Database Reports
 - c. Updates of Program Website and Quarterly Reports (Lupe)
 - i. Website Update
 - ii. Program Event Calendar
 - iii. Number of Participant Applications Received to Date
 - iv. Number of Approved Participants
 - v. List of Mentor-Protégé pairs
 - vi. List of Mentor-Protégé Agreements
 - vii. Number and List of Graduates
 - viii. Membership Mailing List ([Mentors](#), [Graduate](#), [Protégé](#))

3. **Discussion Items** (45 mins)
Steering Committee Members
 - a. May Annual Luncheon/Fundraising (Mydria Clark, Fundraising Chair)
 - b. Caltrans Announcements
 - c. New Business
 - i. Planning for Next Quarterly Membership Meeting ([Agency Presenters](#))
 - ii. Participant Applications Received to Date - None
 - iii. Scheduled Graduations – May 3, 2024 (Next Steps Marketing & Aeroscape LLC)
 - iv. Steering Committee Vacancy (Lupe)
 - v. Future Agenda Items Discussion

4. **Adjourn**