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www.sandiegoshiprepair.com

PSDSRA HR Committee Meeting Minutes

1995 Bay Front Street San Diego, CA

Date: January 8, 2019

Meeting Start: 1:00 PM

Facilitator/Agenda: Danielle Frazier (HII SDSY)

Person Recording Minutes: Daniela Gutierrez (HII SDSY)

ATTENDEES	
Name	Company
1. Maria Colmenero	1. NSC Technologies
2. Arien Salazar	2. NSC Technologies
3. Elizabeth Molina	3. South Coast Welding
4. Carrie Williamson	4. HII Fleet Support Group
5. Marlen Barraga	5. San Diego Sand Blasting
6. Cue Trinh	6. San Diego Sand Blasting
7. Danielle Frazier	7. HII San Diego Shipyard
8. Billie Castellaw	8. HII San Diego Shipyard
9. Dani Gutierrez	9. HII San Diego Shipyard

AGENDA ITEM	DISCUSSION	ACTION ITEMS
1. Advocate Website	<ul style="list-style-type: none"> • Current position – the website currently offers resources for obtaining HR Committee Meeting schedules, corresponding agendas, and meeting minutes. • We can post resources including industry driven alerts, standard forms and policies • There is an area we will dedicate to community events and job fairs • Future position – we'd like to create a forum advantageous to all members and welcome any and all ideas you may have to enhance its value • As a group we can come together to find subject matter experts for guest speakers (within our scope of colleagues and/or share cost) <ul style="list-style-type: none"> ○ Guest speakers would be noted on the site ○ We need a more consistent attendance to enlist guest speakers. ○ Having defined committee roles and/or "titles" may support the committee participation through a sense of responsibility/ownership both on the part of the committee member and the organization they represent. 	<ul style="list-style-type: none"> • If anyone has or comes across information that would support others within the group, please send Danielle an email with detailed information and she will ensure it gets posted for everyone to reference • If anyone has experience working with website design, we would be very grateful to any ideas or thoughts you have to complement the forum • Update website and add job fairs to the forum • Research and solicit subject matter experts and present potential candidates at the next meeting • Pitch in ideas for the website

<p>2. Presented for Committee Action</p>	<p>Carrie Williamson</p> <ul style="list-style-type: none"> • Waterfront Open House/Job Fair (How to expand knowledge of the Shipyard Industry?) • Create a community event by pulling resources from each company to bring attention to the yards. • The event would involve inviting third parties such as: trade schools, vocational schools, high schools, colleges, etc. • It's a great opportunity to gain more facetime with candidates and/or introduce ourselves to new prospects 	
<p>Cont. Presented for Committee Action</p>	<p>Danielle Frazier</p> <ul style="list-style-type: none"> • Careers in Shipbuilding and Repair Brochure • The original idea for this brochure was to promote the industry career progression to entice newcomers • The target audience will be high school and/or vocational school students <ul style="list-style-type: none"> ○ Brochures can be utilized as an introduction to the shipyards ○ They will direct newcomers to resources that will kick start their career in the shipyards • The objective is to capture all of the various businesses which requires input from each member of the committee • Drafted a “starting point” template and would appreciate any/all information we can include in the marketing tool <ul style="list-style-type: none"> ○ Shipyards offer local jobs ○ Although entry-level pay is not as high as some of the other Industry’s welding jobs, career progression can be much faster. • The brochure will be used to promote all the companies as an industry • Promoting apprenticeship programs is a perfect way to bring attention to entry level <ul style="list-style-type: none"> ○ Some programs require quite a few requirements, if so, we can each take part to fulfil the candidates requirements 	<ul style="list-style-type: none"> • Explore apprenticeship programs <ul style="list-style-type: none"> ○ Bring a rep from Miracosta college

<p>3. Presented for Committee Discussion</p>	<p>Danielle Frazier</p> <ul style="list-style-type: none"> • 2019 Initiative/Focus • The committee would like to bring in guest speakers (subject matter experts) <ul style="list-style-type: none"> ○ Sexual harassment ○ New laws for the new year • Talk about the different incentives each company does for employees <ul style="list-style-type: none"> ○ Each committee member can discuss what their organization does so we can share all the creative ideas. • Discussion regarding temp labor <p>Danielle Frazier</p> <ul style="list-style-type: none"> • Attracting new members to maximize participation 	
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OPEN FORUM	
DISCUSSION	ACTION ITEM

IMPORTANT DATES	
DATE	EVENT
01/24/2019	Job Fair: Honor a Hero – Hire a Vet
05/07/2019	Job Fair: Palomar College
TBD (May)	Job Fair: San Diego Committee on Employment of People with Disabilities

