



**COUNTY of VENTURA**

## VENTURA COUNTY AREA AGENCY ON AGING

### Workforce Committee

September 22, 2023  
1:00 p.m.

<https://us06web.zoom.us/j/88279070038?pwd=eVFROHUrZ0hMUXdLM3pSN3RMaC9kUT09>

### AGENDA

1. Welcome and Introductions
2. Public Comments
3. Discuss Job Fair Preparation Details:
  - a) Date, Time, Location
  - b) Review and finalize Employer Invitation Letter – Target Date End of September
  - c) All Committee Members generate a list of possible employers to invite to the job fair (Target Date End of September)
  - d) Discuss/Finalize Employer Contact Plan: Who, What, When, Where How
  - e) Decide on Job Fair Theme – Consistent with overall Wellbeing Theme re: space (e.g., Launch a New Career, Go Where You've Never Been Before, Re-Launch...)
4. Next Steps, Action Items, Accountabilities and Deliverables
5. Discussion of Date Changes for Upcoming Workforce Committee Meetings - Monique
6. Other
7. Next Meeting Date – **November 17, 2023**