



Steering Committee Meeting Agenda

Monday, August 17, 2020 1:00-3:00 pm

Join from PC, Mac, Linux, iOS or Android:

<https://cccconfer.zoom.us/j/92744158038>

iPhone one-tap (US Toll): +16699006833,92744158038# or

+12532158782,92744158038#

Telephone: +1 669 900 6833 (US Toll); +1 253 215 8782 (US Toll);

+1 346 248 7799 (US Toll);

Meeting ID: 927 4415 8038

Baldwin Park __Veronica Valenzuela		Covina Valley __Virginia España	Pomona __Enrique Medina __Miguel Hurtado	Consortium __Ryan Whetstone __Ana Ramos
Bassett __Albert Michel		Hacienda-La Puente __Gregory Buckner __Micah Goins	Rowland __Rocky Bettar	Partners/guests present:
Charter Oak __Ivan Ayro __Michelle Lee		Mt. SAC __Madelyn Arballo __Tami Pearson		

<ul style="list-style-type: none"> Welcome & Agenda Check Public Comment Approval of Minutes for 7/20/20 	
Objectives for the day:	
Meeting Files Link:	https://drive.google.com/drive/folders/1lig0o9FqPHUYOymBG0ZghRr7oFNsWlRh?usp=sharing
1. Online Vote to Approve to Combine 2020–21 Annual Plan Results Friday, 8/15/2020 - NEXT STEPS	
2. Fiscal Update	
3. COVID-19 Member updates	o
4. CAEP Update	
5. Work Group Update	
6. Data	
7. EDD May 2020 LA Data Review	
8. Roundtable	
9. Adjourn	



CAEP Upcoming Events of Interest

Event list: <https://register.caladulthood.org/index.cfm?fuseaction=eventList>

August 20, 2020

[CAEP Program Area Report for 2020-21](#)

11:00 AM - 12:00 PM

August 24, 2020

[Region 5 - East Los Angeles/Inland Counties:](#)

[CAEP Regional Network Meeting](#)

01:00 PM - 02:30 PM

August 26, 2020

[Region 6 - Orange/San Diego/Desert Areas:](#)

[CAEP Regional Network Meeting](#)

01:00 PM - 02:30 PM

September 2, 2020

[TOPSpro Enterprise \(TE\) Basics](#)

10:00 AM - 11:30 AM

September 9, 2020

[Generating Reports using TOPSpro Enterprise](#)

01:00 PM - 02:30 PM

Due Dates

September 2020

- **Sep 1:** 18/19 and 19/20 Member Expense Report due in NOVA (Q4)
- **Sep 1:** July 1, 2019 to June 30, 2020 expenses by program area due (estimates only) in NOVA
- **Sep 30:** 18/19 and 19/20 Member Expense Report certified by Consortia in NOVA (Q4)
- **Sep 30:** 20/21 Member Program Year Budget and Work Plan due in NOVA
- **Sep 30:** End of Q1

October 2020

- **Oct 30:** 20/21 Member Program Year Budget and Work Plan certified by Consortia in NOVA
- **Oct 31:** Student data due in TOPSPro (Q1)

December 2020

- **Dec 1:** July 1, 2019 to June 30, 2020 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium
- **Dec 1:** 18/19, 19/20, & 20/21 member expense report due in NOVA (Q1)
- **Dec 31:** 18/19, 19/20 & 20/21 Member Expense Report certified by Consortia in NOVA (Q1)
- **Dec 31:** End of Q2

January 2021

- **Jan 31:** Student Data due in TOPSPro (Q2)

February 2021

- **Feb 28:** Preliminary allocations for 2021-22 and 2022-23 released by this date.

March 2021

- **Mar 1:** 18/19 and 19/20 and 20/21 Member Expense Report due in NOVA (Q2)
- **Mar 1:** Close out of 18/19 Member Funds due in NOVA
- **Mar 31:** 18/19 and 19/20 and 20/21 Member Expense Report certified by Consortia in NOVA (Q2)
- **Mar 31:** Close out of 18/19 funds in NOVA certified by Consortia in NOVA
- **Mar 31:** End of Q3