



# Meeting Minutes - Approved

Monday, April 15, 2019  
 2:00-4:00 pm  
 Mt. San Antonio College, Bldg. 40, Rm 140

## Steering Committee

<b>Baldwin Park</b> <u>XX</u> John Kerr <u>  </u> Veronica Valenzuela	<b>Charter Oak</b> <u>XX</u> Ivan Ayro <u>  </u> Debra Black	<b>Mt. SAC</b> <u>XX</u> Madelyn Arballo <u>XX</u> Tami Pearson	<b>Consortium</b> <u>XX</u> Ryan Whetstone <u>XX</u> Wanda Pyle <u>  </u> Lila Manyweather <u>XX</u> Ana Ramos  <b>Partners/guests present:</b> NONE
<b>Bassett</b> <u>XX</u> Albert Michel	<b>Covina Valley</b> <u>XX</u> Virginia España	<b>Pomona</b> <u>XX</u> Enrique Medina <u>  </u> Miguel Hurtado	
<b>ESGVROP</b> <u>  </u> Leticia Covarrubias <u>XX</u> John Smith	<b>Hacienda-La Puente</b> <u>XX</u> Gregory Buckner <u>  </u> Micah Goins	<b>Rowland</b> <u>XX</u> Rocky Bettar	

<ul style="list-style-type: none"> <li>Welcome &amp; Agenda Check</li> <li>Public Comment</li> <li>Approval of Minutes for 2/19/2019</li> </ul>	<p>Meeting was called to order by Ryan Whetstone at 2:05 pm He called for any public comment. There was none.</p> <p>Motion to approve the 3/18/19 meeting minutes as presented was made by Enrique Medina. 2<sup>nd</sup> by Ivan Ayro. Unanimously approved.</p>
<b>Objectives for the day:</b>	
1. Three Year Plan Update	<p>Ryan shared that majority of core input necessary for the plan has been collected and discussed. He shared that he would be sending an email to request local partner funding amounts for the plan.</p>
2. Data Update	<p>Ryan stated that Lila Manyweather was unable to attend and present at the meeting due to a travel emergency and she would provide her update at the next meeting.</p>
3. Fiscal Update and CFAD/Q3 reports and member backup	<p>Madelyn Arballo provided a handout reflecting the approved amounts for all members 2019-20 funding and proportional distribution of the COLA. She requested all members complete the Consortium Fiscal Administration Declaration (CFAD) in NOVA by April 29 as the final certification is due on May 2. Ryan reviewed how to access the CFAD area in NOVA on line during Madelyn’s discussion. She shared that we are in a good place as our 2016-17 funds are exhausted and with remaining 2017-18 funds. We will be reviewing the Q3 expenditure verification documentation members are in the process of submitted. Q3 expenditures are to be certified by June 1. Virginia Espana requested continued training on budget process for the consortium.</p>
4. Adult Education Day at Mt. SAC – report out	<p>Ryan provided an update on Mt. SAC Adult Education day held on Wednesday, April 10. This was an exclusive event for consortium member adult schools, coordinated by SCE</p>

	<p>Counselor Naomi Avila and Ryan. 110 students attended the event which targeted students near completion of their programs, interested in transitioning to the college. They received a tailored overview the college, highlighting key programs and support services. Students were welcomed by Madelyn, and Dr. Francisco Dorame, Dean of Counseling. Faculty members presented on health and business/technology programs. Students were provided lunch and a giveaway of Mt. SAC paraphernalia. They were provided small group campus tours which included a medical simulation lab and, as the event coincided with Counselor’s Day at the college, they also visited various student resource unit information tables. Teachers Colleen Barela from Hacienda La Puente, Felicity Johnson from Bassett and counselor Raymond Luong from East San Gabriel Valley ROP also participated. Attendance at this event was nearly double from the inaugural one held last year.</p>
5. Upcoming Activities	<p>Ryan and Wanda Pyle gave an update on the consortium conference coming up this Wednesday, 4/18/19 at Cal Poly Pomona –Kellogg Center. The current RSVP count was around 150. Wanda Pyle reviewed the planned agenda. Ryan shared that he had received several calls and emails from concerned members regarding the CAEP CDE Webinar on SSID implementation, scheduled for same morning, stating they would be late or might miss the conference. He said he would designate a room for people to participate and accessed the webinar.</p>
6. Adult Education Legislative Day Review	<p>Virginia Espana provided an update on Adult Education Legislative days – April 8-9 in Sacramento. She said that 45 people participated with representation from Hacienda La Puente, Tri-Community (Covina-Valley), Torrance and other regions. Staff and students met with various elected official representatives/aides. She stated the activity was positive and successful. She said the people she met with understood adult education and appeared empathetic to the concerns presented.</p>
7. Member Updates and Other Topics	<p>Ivan Ayro reminded the group that the ACSA Regional Adult Education leadership meeting is tomorrow 4/16/19 at HLP.</p>
8. Adjourn	<p>The meeting was adjourned at 2:45 pm.</p>