



Steering Committee
Meeting Minutes - Approved
Monday, May 18, 2020 1:00-3:00 pm

Baldwin Park <input checked="" type="checkbox"/> Veronica Valenzuela	Charter Oak <input checked="" type="checkbox"/> Ivan Ayro <input type="checkbox"/> Debra Black	Mt. SAC <input checked="" type="checkbox"/> Madelyn Arballo <input checked="" type="checkbox"/> Tami Pearson	Consortium <input checked="" type="checkbox"/> Ryan Whetstone <input checked="" type="checkbox"/> Ana Ramos
Bassett <input checked="" type="checkbox"/> Albert Michel	Covina Valley <input checked="" type="checkbox"/> Virginia España	Pomona <input checked="" type="checkbox"/> Enrique Medina <input checked="" type="checkbox"/> Miguel Hurtado	Partners/guests present: Michelle Lee, Charter Oak Cindy Manke, Covina Valley
ESGVROP <input type="checkbox"/> Sherryl Carter <input type="checkbox"/> Leticia Covarrubias	Hacienda-La Puente <input type="checkbox"/> Gregory Buckner <input checked="" type="checkbox"/> Micah Goins	Rowland <input checked="" type="checkbox"/> Rocky Bettar	

<ul style="list-style-type: none"> • Welcome & Agenda Check • Public Comment • Approval of Minutes for 4/20/2020 	<p>Called to order: 1:04 pm</p> <p>No public comment</p> <p>Approval of minutes. Motioned by Madelyn Arballo and seconded by Veronica Valenzuela. Approved. 7-0-1.</p>														
Objectives for the day:															
1. Fiscal Update	<p>Madelyn Arballo provided a preliminary review of May revise of 2020-21 allocations. There was 12.1% budget reduction (10% cut and loss of the 2.1% COLA) for CAEP this year in response to the predicated state revenue losses due to COVID-19 statewide shut down. Members agreed to proportional cuts for the coming year. She recommended that the consortium budget is handled conservatively, suspending the hiring of the consortium counselor & data analyst positions, along with suspension of major consortium events for the coming year. Members were in agreement with this current position. Madelyn also updated members regarding the original ESGVROP request for addition funds or absorption of programs and/or students, as they are closing their post-secondary programs this June. She will update the committee at the next meeting.</p>														
2. Coronavirus Update/Continuation of Services	<p>Ryan Whetstone asked members to provide an update of the status of their campuses in response to Coronavirus pandemic response orders. He asked which members would offer summer session and if they had term dates if applicable (if known).</p> <p>Offering Summer Session 2020 (online/distance learning):</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #cccccc;"> <th style="width: 50%;">Yes</th> <th style="width: 50%;">No</th> </tr> </thead> <tbody> <tr> <td>Charter Oak - 7/15 – 9/19</td> <td>Bassett</td> </tr> <tr> <td>Covina-Valley</td> <td>BPACE</td> </tr> <tr> <td>HLP AE - 6/1-6/25</td> <td></td> </tr> <tr> <td>Mt. SAC</td> <td></td> </tr> <tr> <td>Pomona (possibly)</td> <td></td> </tr> <tr> <td>Rowland 6/8-7/17</td> <td></td> </tr> </tbody> </table>	Yes	No	Charter Oak - 7/15 – 9/19	Bassett	Covina-Valley	BPACE	HLP AE - 6/1-6/25		Mt. SAC		Pomona (possibly)		Rowland 6/8-7/17	
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3. Reopening of Schools Plan – Member updates	<p>Albert Michel from Bassett requested discussion on this topic as he has established a task force at his school to work on their reopening plan. He shared resource guidance provided by his superintendent with the group via the meeting google drive folder. Ryan asked if members what stage they were at on planning to reopen their schools, current challenges and concerns?</p> <p>Responses included:</p>														

	<ul style="list-style-type: none"> Concerns over the lack of capacity/space to serve current students Low attendance for CTE programs along with level of student engagement Lack of CTE certified teachers EMT & C N A programs on hold @ Mt. SAC. Top concern is for student and staff safety, and they are working on a campus protocol Challenges related to hands-on, project based learning, technical instruction, respecting limits, social distancing and wearing face masks <p>He emailed a link to the group for CDE Superintendent Tony Thurmond's upcoming Webinar on School Reopening Thurs 5/21/20 @ 10am.</p>
4. Statewide & WIOA Update	Ryan included the recent report from CAEP/CDE Adult Education on the status of programs statewide impact of the COVID response. He warned members that it is 19 pages. WIOA allocations have not been release yet. He shared that Neil Kelly, CAEP statewide coordinator, indicated another budget revision may be coming in August due to the uncertainty of the state finances at this time.
5. Annual Plan 2020-21	Ryan shared a PPT outlining the main goals of the Annual Plan 2020-21. He asked the lead members what else should be included for focus areas in next year. He mentioned he would include language that reflect the impact of COVID-19 on students, programs and enrollment. Ryan mentioned that would be move forward in August the latest for submission.
6. Work Group Status Update	Ryan shared the responses from the internal recent consortium surveys with the workgroups. Their primary concerns revolved around sustaining contact with students, student lack of access to devices and internet, proficiency with devices and access, providing effective online instruction, training for instructors and related challenge for overall delivery. Some students started strong but in has been challenging to sustain enrollment and participation. reflecting loss of confidence of the use of technology – Most counselors are having difficulty connecting with students at this time.
7. Data Update	Ryan stated he met with the Data Workgroup. He shared the Q3 DIR report and compared year 2018-19 vs 2019-20 CAEP eligible students show a 4% decline. Ryan attributed that decline to strong job market prior to COVID response. Overall, there were also major increases in percentage of concurrent students served. Though not a CAEP population, Neil Kelly shared this is a good point for advocating with local districts, showing how adult education is assisting this group. He also began a two-part review of 2018-19 Barrier to Employment Data and asked that the pay close attention in capturing this information as CASAS/WIOA reps have indicated they will be looking closely at this information in the coming years at the federal level.
8. Roundtable	<p>Ryan shared that Ivan hosted Adult Ed- ACSA/WIOA Meeting held on 5-14-20 with 60 attendees online.</p> <p>Madelyn mentioned Mt. SAC School of Continuing Education has transitioned all classes online, but is aware of some students struggle with the process. Tami Pearson shared that CTE teachers are doing well with the shift but lab/extern classes such as the EMT program are on hold at this time.</p> <p>Enrique Medina invited members to participate in the upcoming Pomona College, Career & Workforce Development Task Force Los Angeles County Performance & Partnership Pilot (LA P3) a collaborative meeting with the Pomona AJCC on June 4th zoom meeting. LA County and other government officials will be presenting and has proven to be a strong gathering of organizations across the consortium region. He will send the link invitation via email who needed.</p>
9. Adjourn	2:24 pm