

Steering Committee Meeting

Minutes - APPROVED

<p>Baldwin Park <u>X</u> Veronica Valenzuela</p>	<p>Covina Valley <u>X</u> Virginia España</p>	<p>Pomona __ Enrique Medina <u>X</u> Miguel Hurtado</p>	<p>Consortium <u>X</u> Ryan Whetstone <u>X</u> Ana Ramos</p>
<p>Bassett <u>X</u> Albert Michel</p>	<p>Hacienda-La Puente <u>X</u> Gregory Buckner <u>X</u> Micah Goins</p>	<p>Rowland <u>X</u> Rocky Bettar</p>	<p>Partners/guests present: <u>X</u> Ryan Maddox <u>X</u> Cindy Manke <u>X</u> Liza Becker <u>X</u> Chelsea Hall <u>X</u> Jeff VonKaenel</p>
<p>Charter Oak <u>X</u> Ivan Ayro <u>X</u> Michelle Lee</p>	<p>Mt. SAC __ Madelyn Arballo <u>X</u> Tami Pearson</p>		
<p>Call to Order: 1:00 P.M.</p> <ul style="list-style-type: none"> • Welcome & Agenda Check – participants were invited to sign in via Zoom chat. • No Public Comment <p>Motion to Approve of Minutes for 11/16/20 as Presented by Veronica Valenzuela. Second by Greg Buckner. Unanimous approval.</p>			
<p>Objectives for the day</p>			
<p>1. COVID-19 Member updates</p>	<p>Ryan welcomed everyone and shared updates regarding COVID cases rising across the state. Warnings continue to limit or avoid gatherings for the coming holidays. Vaccines are beginning to go out to critical workers this week in Los Angeles area. The mask is still the best defense.</p> <p>ROUNDTABLE: BPACE-Veronica Valenzuela said they are still in the same situation and continuing with online and hybrid classes. She is meeting with her staff regularly to review district guidelines and protocols for operation. Christmas holiday break begins next week with classes returning January 11, 2021.</p> <p>Bassett-Albert Michel, they began early enrollment on December 7th. Their new catalog is coming soon and offering new CTE courses for personal growth. High school diploma students return on January 4th, and online classes January 11. Bassett is providing food baskets to needy students, donated by Navidad del Barrio, Wednesday - Saturday. He reported zero COVID cases for his site at this time.</p> <p>Charter Oak- Ivan Ayro, quarter ends this Thursday and will go on break for the holidays.</p> <p>Covina-Valley- Ryan Maddox, acting principal, K-12 campuses are running academic classes 100% distance learning-online. Post-testing resuming mid-January. Break starting this Friday and back January 4. The district is pushing back student return to campus for the continued safety.</p> <p>Hacienda La Puente- Greg Buckner stated that Christmas begin Friday and they will be back January 4. He shared that a few students tested positive, but show no evidence that students were infected from school. The appropriate notification process took place.</p> <p>Mt. SAC School of Continuing Education (SCE)- Tami Pearson, shared that SCE wrapping up for Christmas break and return Jan. 4. Academic programs are all online. Essential workers program are continue on-site with approved measures. They are planning for summer return to campus but is contingent upon the county orders and campus approval.</p> <p>Pomona-Miguel Hurtado – all classes are remote at this time but campus is equipped will safety measures in place when in it safe and approved to do so.</p> <p>Rowland-Rocky Bettar- Winter break ends in Jan. 11, 2021. They will be closing three weeks for winter break. Last Friday, campus held a drive-thru Christmas Parade with photo ops with Santa. 75 people participated. Donated gift cards from Stater Bros were distributed. They were able to create an account for those donations to be made directly.</p>		

<p>2. Fiscal 3. Update</p>	<p>Ryan mentioned Madelyn is not able to join us today and she asked him to share the Consortium Funds update. He showed a spreadsheet with the Consortium funds in detail. It shows Ryan Whetstone and Ana Ramos' salaries as well under the title Contracted Services \$20,000 unspent. The Consortium budget is solid, but more to be discussed in the Retreat Meeting on January 22, 2021.</p>
<p>4. News and Review – Marketing Presentation</p>	<p>Ryan introduced presenter Jeff VonKaenel, of News and Review (NR) publications. Jeff shared NR was recently contracted with CAEP to produce regionally focused stories and information marketing news publications for three CAEP regions. Members recently participated in the LA Region document. Rocky Bettar requested we invite Jeff to discuss doing the same for our consortium. He shared they met 10 years ago as Jeff created similar publications for Rowland and Hacienda La Puente Adult campuses as well as CCAE. Mr. VonKaenel shared a model with the consortium. Highlighting the schools in the Mt. SAC consortium. Part of his work with CAEP is to develop a communication strategy for adult education. Producing publications beginning in 1973, he has been working with adult schools since 2012, responding to the budget crisis and cuts, sharing adult school stories, and demonstrating the impact of programs. He has since created numerous publications for many adult schools and programs. He was recently contacted by CAEP State Director Kelly Neil to create regional publications for the areas surrounding Sacramento, The Bay area and Los Angeles. NR publications has a track record of reaching stakeholders with impactful examples of our students showing successful stories. NR produces a digital layout that can be shared electronically and printed for physical distribution.</p> <p>Rocky said their publications were immensely effective for Rowland and Hacienda La Puente bringing the sense of our community and demonstrating impact. This is an opportunity to reconnect region legislators and show whom we are. This is a way to advocate for ourselves, be entrepreneurs and advocates. This is a good way to do that. They focus on the strengths of the school and put the story together. The map on the back of the LA Region issue is impressive also. Albert mentioned he might like to highlight scholarships for students from the business community. Veronica thought this is a great idea to produce for our consortium as well. It is a professional publication with the flexibility to share entirely or Individual stories in a digital environment. She asked if NR aids with the distribution. Jeff said they can assist at any level the consortium desires including newspaper inserts, individual stories for social media or direct targeted mailers (via third party support). A goal for the publication should be to exemplify the impact you have with partnerships. The service they provide is to take us through the storyboard process to print-ready and e-distribution ready document. This will cost us approximately \$22,000. Physical printing and mailing are additional costs. Greg Buckner asked this is a consortium expenditure? Ryan said this is would be consortium expense. All members agreed to move forward and complete the publication. Ryan confirmed fund availability with Madelyn. This is a very solid, proven opportunity to promote our activities to our stakeholders.</p>
<p>5. CAEP Update</p>	<p>Ryan reminded members the following:</p> <ul style="list-style-type: none"> • CA Department of Education (CDE)- Racial Equity Initiative (REI) – As part of this, the Adult Education Office sent out the CDE REI Survey via email on 12/1/20. A copy of the letter in meeting folder. The survey is brief, and is due tomorrow 12/15/20. • CDE requested all WIOA II funded members strive to improve the response rate on the Employment and Earning Survey response rate. CDE is under scrutiny from federal WIOA II monitors because of California's low response rate in comparison to other states. CDE is developing public service announcements to assist in this process. • The CA Employment Development Department had issued a Request for Proposal for English Language Learner/Integrated Education Training Pilot– due on 1/20/21. • OTAN –Technology Distance Learning Summit TDLS - March 3-5, 2021 – Soliciting Proposals • Upcoming Meeting(s) (register at www.caadulttraining.org to get the Zoom links): • Regional WIOA II Network Meeting for parts of Alameda, Los Angeles, and San Bernardino Counties on Thursday, January 14 at 1 p.m. Register at www.caadulttraining.org. • Rocky Bettar shared related state updates for K-12 Adult Education and mentioned the discussion was about consistency with state funding with the main goal of increase the allocation.

<p>6. Steering Committee Retreat</p>	<p>Ryan stated the Steering Committee Retreat will be held Friday, January 22, 2021 – 9:00 am – 12:00 pm Proposed topics:</p> <ul style="list-style-type: none"> • Budget discussion –the 2021-22 Governor’s proposed budget should be released including the allocation for Adult Education. We are caution at this time because we do not know the financial condition of the state and should keep a caution posture at this time. • Consortium MOU Update - we should revisit the language as it expires this June and must be re-established. • Equity Data Dive – a comparative review of Barriers to Employment across the consortium for the past 2 years across ethnic and gender lines. • WIOA Continuous Improvement Plan – (CIP) (if available)– due 4/30/21 – Dissect the new CDE WIOA plan which CDE has suggested should align to Consortium Annual/Three-Year Plan (be mindful of WASC Action Plans as well). • Coming out of COVID - discussing reconnection with students and program offerings based on post-COVID projections.
<p>7. CALPRO Equity Professional Development Update</p>	<p>Ryan shared that about 30 participants are completing the CALPRO “Success for All Learners through Equity” training this week focusing on Equity awareness, behaviors and advocacy. This was offered in collaboration with HLPAE, spearheaded by Micah Goings. There is diverse audience participation from administrators, certificated and classified as recommended by CALPRO. The facilitators are Francisco Narciso, along with Catherine Green and Sudie Whalen. Class Resource: On a related note, in a CAEP Advancing Equity Professional Learning Series webinar entitled “Strategies for Talking about Race in the Classroom:” This resource was shared: The Change Agent- Adult Education Newsletter. https://changeagent.nelrc.org/-The 2020 issue is Free, usually there are fees associated from the New England Literacy Resource Center, under World Education.</p>
<p>8. Work Group Update</p>	<p>Ryan shared the following on the workgroups this month:</p> <ul style="list-style-type: none"> • the ESL Group (ABE/ASE and Data also invited) had special meeting (via zoom) facilitated by Margaret Teske and Janice Fera from CASAS on focusing on TOPS Enterprise reports for teachers to inform instruction. Teachers were invited to bring reports to practice review. • Groups reviewed Q1 final consortium data count by program, persistence and performance comparisons • Members are doing their best to retain students but it is challenging. • Theme issue for students include unemployment, erratic employment with frequent disruption due to COVID responses (closing and opening of businesses) making it difficult to keep class attendance schedules. Technology challenges, children at home working on remote instruction, etc. This has been extremely stressful for students and teachers. • October 2020 EDD employment and Labor Market Information was shared highlighting our local cities unemployment figures and industries aligned to member trainings. • Local AJCCs representatives participated and provided updates and current recruitments in in CTE and CSS meetings. • Participants have been sharing strategies for student retention
<p>1. Consortium Virtual Events – Spring 2021</p>	<p>Ryan shared that he would like to move forward with the following events this year (virtually):</p> <ul style="list-style-type: none"> • Consortium Spring Conference – ½ day event – surveying members for potential topics and presenters. • Mt. SAC Adult Education Day- 2-3 hour event focused for member Adult Education completing students who are interested in transitioning to Mt. SAC. • Partner Breakfast –networking event with community partners. <p>All members agreed he should move forward with those activities. Ryan had a conversation with Micah Goings and Virginia Espana for the Regional CCAE. Kudos for Pomona, doing great network meetings.</p>

<p>2. EDD October 2020 LA Data Review</p>	<p>Ryan reviewed EDD Los Angeles County Unemployment figures for October 2020 (released 11/20/20). The County unemployment rate continues to decline, now at 12.3% (Oct), from a revised 15.5% in September 2020. The California seasonally adjusted rates statewide were 9.3% in October 2020, 11.1% in September 2020 and 3.9% a year ago. Ryan also shared unemployment rates by counties, and industry aligned with training areas. Most reporting job gains, including notable growth in hospitality.</p>
<p>3. Roundtable</p>	<p>Ryan reminded leaders the next LA County Regional Workforce Development (WDB) Meeting will be held on Friday, December 18, 2020. -10 am-12 pm and encouraged members to participate.</p> <p>Next Steering Committee Meeting - Retreat: Friday, January 22, 2021 9:00 am – 12:00 pm</p>
<p>4. Adjourned</p>	<p>2:26 p.m.</p>