

**Steering Committee-
Meeting Minutes - Approved**

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Meeting ID: 927 4415 8038

Baldwin Park _X_Veronica Valenzuela		Covina Valley _X_Virginia España	Pomona __Enrique Medina _X_Miguel Hurtado	Consortium _X_Ryan Whetstone _X_Ana Ramos
Bassett _X_Albert Michel		Hacienda-La Puente _X_Gregory Buckner _X_Micah Goins	Rowland _X_Rocky Bettar	Partners/guests present: _X_Ryan Maddox-Covina Valley _X_Shelly Ladusaw-Mt. SAC _X_Cindy Manke
Charter Oak _X_Ivan Ayro _X_Michelle Lee		Mt. SAC _X_Madelyn Arballo _X_Tami Pearson		

	<p>Call to Order: 1:05 pm</p> <ul style="list-style-type: none"> • Welcome & Agenda Check – participants were invited to sign in via Zoom chat. • No Public Comment • Motion to Approve of Minutes for 3/15/21 as Presented by Gregory Buckner. Second by Veronica Valenzuela. Unanimous approval.
Objectives for the day:	
Meeting Files Link:	https://drive.google.com/drive/folders/1lrJAJiVmVtxRUHzSwujltn_qYDzjdl?usp=sharing
1. COVID update	<ul style="list-style-type: none"> • COVID related - LA County has moved to the less-restrictive Orange Tier as of April 5 • All persons over 16 eligible for vaccine, LA County implemented language translators for non-English speakers • The Johnson and Johnson Vaccine has been suspended due to individuals with blood clotting issues. • Governor Newsom is hopeful the state will move an unrestricted status by June 15th
2. Budget update	<ul style="list-style-type: none"> • Madelyn Arballo shared the 2020-21 spreadsheet summarizing the current CAEP budget status and carryover amounts. She indicated that there is 2019-20 carryover; • Members need to decide for projects or expenditures by September 2021.
3. Consortium Fiscal Administration Declaration (CFAD)– Approval Vote	<ul style="list-style-type: none"> • Madelyn presented and discussed 2021-22 allocations amounts with the CAEP 1.5% COLA reflected (1.49999%) for each district. • Members voted to move a motion of the proposed 2021-22 Allocations • Madelyn Arballo motioned to approve the 2020-21 Allocation Amounts as presented incorporating the COLA increase. Seconded by Ivan Ayro. Unanimously approved. • Amounts will be populated in NOVA and members must certify the Consortium Fiscal Administration Declaration (CFAD) before May 2. • Madelyn alerted members that the Governor’s May revision of the budget may bring amendments.
4. Member updates	<p>Roundtable/School /District:</p> <p>Members indicating current openings are all following LA County Health Guidelines.</p> <ul style="list-style-type: none"> • BPACE: Veronica Valenzuela shared they have resume in-person instruction– Academic and ESL program returned last week in person. Many classes are still hybrid classes. Several classes will also function with the Hyflex model (simultaneous in-person and remote digital instruction).

	<ul style="list-style-type: none"> • Bassett: Albert Michel shared that the evening Electrician program has returned in person. They will conduct their first in person HSET test on June 11. • Charter Oak – Ivan Ayro stated all classes will remain 100% virtual for the remainder of the semester. They expect to reopen for in-person instruction this summer. • Covina-Valley: Ryan Maddox said they are open as well for in-person for ESL, Academic and Career Technical classes, some are implementing the Hyflex model. They are preparing for an in-person graduation on June 3rd. • Hacienda La Puente: Greg Buckner indicated his district is moving slow to reopen. K12 implemented learning pods soon. They are considering graduation ceremonies for seniors. Adult education will remain distance learning. CTE programs are running in hybrid format. Summer session is beginning in June, but at this time is planned with the same operating format. • Mt. SAC – Tami Pearson shared that graduation will be on campus at the new stadium. Construction is moving forward with significant progress at Temple and Bonita. The college worked closely with unions and May 1st is the date managers begin returning and classified begins in June. Campus is expected to fully for students in fall. Approximately 230 non-credit and credit classes are in progress. • Pomona: Miguel Hurtado stated they plan to reopen on April 26th. A recent district survey indicated the majority of parents want to return, They are planning for graduation in person in May. This coming Wednesday, the school board will vote on whether or not to relocate the adult school to the Village Complex at Indian Hill where Cosmetology and ESL programs currently operate. • Rowland: Rocky Bettar shared videos and student testimonies will be posted on their website and social media. Teachers will be on as part of Adult Education Week. The campus will remain virtual through the summer. They expect to return in person for fall.
<p>5. CalASSIST Project – Update</p>	<p>This item is updated from the last meeting. This was shared in the 2/17/21 CAEP Newsletter and we received a direct request from Neil Kelly to ask if any members are interested in participating in the project. Ryan walked through the presentation and also shared his notes after to get a feedback. He attended an Information session given by Nicole Laktash and Javier Romero (now with) EDD- held on Tues. 4/6/21. CalASSIST is a web-based data system that participating members can access student data and import/export across systems- One point of entry with auto-referral via soft match is created to partner programs with a referral (i.e. AJCCs, CalJOBS, CCC Apply, etc.) - Partner has to integrate with CalASSIST. It is developed in the Salesforce platform. “immigrant” populations are identified – and can be special referrals. - The system will make it easier for students to access different systems without having to complete multiple applications. They are recruiting schools and organizations to pilot the program at this time. A potential benefit is this can trigger potential prospect referrals to be recruited for school programs from any partner agency. Data agreements must be established with EDD. Pilot participants get free software and technical support. Additional comments were provided by Shelly Laddusaw, Mt. SAC SCE Short-term Vocational Coordinator, her opinion is a good sharing platform and this may be a good opportunity to participate. The license is expensive for Salesforce. Ryan noted that CASAS is participating in the pilot as well. How can we be a player? They have invited us for a reason. Madelyn asked if this will be by each school and the answer is yes, each member must have a data agreement with EDD. CASAS is in a pilot. Rocky mentioned this is in a Infancy phase and that we still need more information. 800 for agency? Agreement to share data- Each school will be responsible. Ryan said if members have any other questions or want to participate, he can connect with Nicole Laktash at EDD.</p>
<p>6. 3 Year Plan Draft Goal Modification</p>	<ul style="list-style-type: none"> • Subgroup met on 4/14/21, reviewed and provided input on language to modify the 2019-22 Consortium 3-Year Plan – reps from BPACE, CVUSD, HLP, Pomona and Rowland. All agreed the update is good and represents our current state. New CAEP Goals were previewed with this group and there is strong alignment already with these draft updates. Draft Goal Updates Sheet is in the meeting folder.

7. CAEP Update	<ul style="list-style-type: none"> • Ryan shared the new CAEP State Priorities Areas (presentation is in the meeting folder). • Student funding in Adult Education - Carolyn Zachry from CDE sent a new letter dated 3/29/21 reaffirming appropriate use of adult education funds in K-12 Districts. (in meeting folder) • NEW - Adult Ed CTE data for CDE will be reported through CASAS TE this year. Schools formerly reported this information directly to the CDE CTE Unit.
8. Consortium MOU update	<ul style="list-style-type: none"> • Ryan thanked members for supporting the MOU process for board submission and asked that they get the board approved copies back to him when approved.
9. Work Groups Update	<ul style="list-style-type: none"> • Ryan share the following for the workgroups this past month: • Review of Preliminary Q3 – consortium level data • They reviewed recent CAEP Webinar content including the new CAEP New State Priorities, Immigrant Integration, Transition PLC and related research briefs for related groups • Shared WDACS WDB related information and regional EDD Labor Market reports • Beginning discussion on assisting students with advanced education and training from other countries to access comparable levels of education and careers in CA • CASAS TE WIOA Updates – Completing of Employment and Earnings surveys was stressed
10. News and Review – Update	<ul style="list-style-type: none"> • Ryan connected with designees and articles are in progress.
11. Upcoming Consortium virtual events	<ul style="list-style-type: none"> • Mt. SAC Adult Education Day, Friday, April 30 (9am-12pm) – Equity theme • Partner Breakfast – Friday, May 7 (8:30 am- 10:00 am) • Spring Conference – Thursday, May 20 (9 am-12 pm)
12. Additional Items	<ol style="list-style-type: none"> a) Congratulations Ivan Ayro who was selected as the Association for CA School Administrators (ACSA) Adult Administrator of the Year 2020-21 <ul style="list-style-type: none"> • The LA County Workforce Development Board met on Friday 4/9/21. The agenda with links to presentations are in the meeting folder. It should be notes that WDACS will be restructured into two units over the next two years, with one solely focused on workforce development. Regional economic reports share in that meeting are also in the folder. b) Rocky shared Rowland Adult Virtual Open House flyer, planned for Wednesday, April 21. c) Ryan share EDD March 2021 LMI Information noting the LA County in still in double-digit unemployment at 11.3%. d) Albert asked if he need to report about his school expansion. Bringing more programs and more expenditures. The respond was no at this time unless it could affect their allocation amount.
13. Adjourn	<p>3:00 pm May 17, 2021 Next Meeting.</p>