



**Monday, July 20, 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

## Steering Committee Meeting Minutes

<b>Baldwin Park</b> <u>X</u> Veronica Valenzuela	<b>Covina Valley</b> <u>X</u> Virginia España	<b>Pomona</b> __ Enrique Medina <u>X</u> Miguel Hurtado	<b>Consortium</b> <u>X</u> Ryan Whetstone <u>X</u> Ana Ramos
<b>Bassett</b> <u>X</u> Albert Michel	<b>Hacienda-La Puente</b> <u>X</u> Gregory Buckner <u>X</u> Micah Goins	<b>Rowland</b> <u>X</u> Rocky Bettar	<b>Partners/guests present:</b> <u>X</u> Michelle Lee/Covina-Valley <u>X</u> Kim Sheehan/Covina-Valley <u>X</u> Cindy Manke/Covina-Valley
<b>Charter Oak</b> <u>X</u> Ivan Ayro	<b>Mt. SAC</b> <u>X</u> Madelyn Arballo <u>X</u> Tami Pearson		



<ul style="list-style-type: none"> <li>Welcome &amp; Agenda Check</li> <li>Public Comment</li> <li><b>Approval of Minutes for 6/15/2020 &amp; 6/26/20</b></li> </ul>	<p>Called to order: 1:02 pm No public comment Minutes for June 15, 2020 and June 26, 2020 not approved in this meeting. Minutes were approved via online vote (7/20/20):</p> <table border="1"> <thead> <tr> <th>Vote to approve the 6/15/2020 Steering Committee Minutes</th> <th>Vote to approve the 6/26/2020 Steering Committee Minutes</th> <th>Name</th> </tr> </thead> <tbody> <tr><td>Yes</td><td>Yes</td><td>Virginia Espana</td></tr> <tr><td>Yes</td><td>Yes</td><td>Ivan Ayro</td></tr> <tr><td>Yes</td><td>Yes</td><td>Tami Pearson</td></tr> <tr><td>Yes</td><td>Yes</td><td>Albert Michel</td></tr> <tr><td>Yes</td><td>Yes</td><td>Greg Buckner</td></tr> <tr><td>Yes</td><td>Yes</td><td>Verónica Valenzuela</td></tr> <tr><td>Yes</td><td>Yes</td><td>Rocky Bettar</td></tr> <tr><td>Yes</td><td>Yes</td><td>Miguel Hurtado</td></tr> </tbody> </table>	Vote to approve the 6/15/2020 Steering Committee Minutes	Vote to approve the 6/26/2020 Steering Committee Minutes	Name	Yes	Yes	Virginia Espana	Yes	Yes	Ivan Ayro	Yes	Yes	Tami Pearson	Yes	Yes	Albert Michel	Yes	Yes	Greg Buckner	Yes	Yes	Verónica Valenzuela	Yes	Yes	Rocky Bettar	Yes	Yes	Miguel Hurtado
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<p>1. Online Vote to Approve to Combine 20-21 ESGVROP Funds with Consortium Share – Conducted Monday, 6/29/20</p>	<p>As discussed in the Emergency Meeting held 6/26/20 regarding the withdrawal of ESGVROP from the Consortium, members agreed to conduct an online vote to approve to combine 20-21 ESGVROP funds into the consortium share on 6/29/20. Members passed the item with the following results as of 5:00 pm (one vote per organization was accepted):</p> <table border="1"> <tr> <td>Combine East San Gabriel Valley ROP funds with the Consortium share.</td> <td>Please type your first and last name for the record.</td> </tr> <tr><td>YES, I approve</td><td>Veronica Valenzuela</td></tr> <tr><td>YES, I approve</td><td>Tami Pearson</td></tr> <tr><td>YES, I approve</td><td>Enrique Medina</td></tr> <tr><td>YES, I approve</td><td>Albert Michel</td></tr> <tr><td>YES, I approve</td><td>Greg Buckner</td></tr> <tr><td>YES, I approve</td><td>Virginia Espana</td></tr> </table>	Combine East San Gabriel Valley ROP funds with the Consortium share.	Please type your first and last name for the record.	YES, I approve	Veronica Valenzuela	YES, I approve	Tami Pearson	YES, I approve	Enrique Medina	YES, I approve	Albert Michel	YES, I approve	Greg Buckner	YES, I approve	Virginia Espana
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<p>3. COVID-19 Member updates</p>	<ul style="list-style-type: none"> <li>● Ryan asked all lead members to provide an update of the status of their campus due to COVID-19 pandemic site response plans. He placed the latest Guidance issued from the CDPH, and LA DPH in this meeting’s google drive folder.</li> <li>● Baldwin Park: Veronica Valenzuela shared that they are still working in the reopen plan. The School Board will be meeting tonight to determine next steps. Final decision until Wednesday.</li> <li>● Bassett: Albert Michel - The Bassett USD School Board will be meeting today where they will determine which method will be used for operation. As for now, almost everything is online. He is researching Hybrid models.</li> <li>● Charter Oak: Ivan: Officially announced last night they’ll go for Distance Learning The only problem is with ESL.</li> <li>● Covina-Valley: Kim Sheehan, introduced as the new principal for Covina-Valley Tri-Community Adult Education, stated that their academic classes are all virtual at this time.</li> <li>● Hacienda La Puente: Greg Buckner- The School Board voted to go 100% Distance Learning. They are interested in the waiver process for critical workers courses. They are concerned about WIOA accountability, and liability for individuals on campus.</li> <li>● Mt. SAC School of Continuing Education: Tami Pearson share that only critical worker trainings classes have returned, functioning as hybrid models and following social distance mandates. The college is very concerned about the safety of staff and students and has completed extensive planning related to the return to campus. She advises members to ensure policies and procedures are in place. The college is taking a very cautious approach with returned students and staff to campus. There were questions about the waiver process for critical workers, Tami shared there is related information on state websites for this and she will share a memo from the Governor regarding the type of programs can be reopened. Micah Goins asked about the clinical sites. She stated that CNA students are not going to clinical sites yet.</li> <li>● Pomona: Miguel Hurtado - Last week the Pomona USD School Board approved the 100% Distance Learning. Their plan has not been fully developed yet.</li> <li>● Rowland: Rocky Bettar – They are continuing virtual classes with positive response so far. A drive-through graduation was held for students which was recently featured in one the CAEP newsletters.</li> </ul>
<p>4. Annual Plan Update</p>	<p>Ryan sent a draft of the 2020-21 annual plan via email to the committee this week and discussed the following:  Key points from CAEP Annual Plan Guidance Memo (in the meeting google folder).  Executive Summary should contain responses related to:</p> <ul style="list-style-type: none"> <li>● COVID-19 epidemic</li> <li>● Budget reduction (now considerations), and</li> <li>● Systemic Racial Injustices.</li> </ul> <p>It is OK to (copy/paste) move existing items forward from the prior year plan (per CAEP memo)  The plan should have language related to maintaining levels of service and areas that may be reduced or eliminated to achieve primary goals.  The executive summary will be updated after all members submit Q4 CASAS Data.  The 2020-21 CAEP Annual Plan process will consist of two phases.  1) submission of the consortium annual plan by August 15, 2020  2) certification of the consortium budget and work plan (aligned to annual plan elements), due by September 30, 2020  The plan focused on responses with the guidance of your own Districts.  -Ryan went over the main elements of the plan, requesting members review and provide feedback by July 30.</p>

5. CAEP Update	<p>Members were requested to review and update Steering Committee Representation for the 2020-21 year – several campuses have only one official member. Per the recent CAEP Office hour meetings, most conversation has been about the restoration of funds for 2020-21, and that the state perspective is the expectation that 2019-20 performance will be significantly effected by COVID and schools should just do their best to recapture, retain and assess students during the COVID response for the coming year. Neil Kelly, CAEP state coordinator also posed the idea to begin consideration of what kind of data should be used to measuring consortium performance. Also note that events of interest were added to the CAEP due dates page of the agenda.</p> <p>Upcoming:</p> <ul style="list-style-type: none"> <li>○ CAEP annual plan due August 15.</li> <li>○ CASAS News and Update Webinar-Wednesday, 7/22 11am</li> <li>○ CAEP Regional Network Meeting (East LA)-Monday, 8/24 1pm</li> <li>○ CAEP Directors Event (virtual)-Monday, 10/5 Registration open (free)</li> <li>○ CAEP Summit-10/26-29 M-TH</li> </ul>
6. Work Group Status Update	<p>Ryan shared the following update on the workgroups: Meetings for the coming year will be scheduled for 1 hour via zoom. Margaret Teske from CASAS participated in ESL and Data Meetings. Members indicated participation in the recent Online Teaching Conference (CCCCO). Ryan invited the local AJCCs to participate in key workgroups and will have them at CTE and Counseling Student Support. Updates were provided by Michael Thomas (Pomona) and Dianna DiOssi (Baldwin Park). Groups reviewed May 2020 regional EDD data. Ryan is discussing the Annual Plan and EDD reports in workgroup meetings. He shared the work group members are becoming more confident with online/distance learning but retention is the primary concern now. He is still working the 2020-21 meeting calendars (zoom invites) for the year. He will send lists to leaders to update members for the 2020-21 year this week.</p>
7. Data	<p>Ryan reminded everyone Q4 CAEP Data is due August 1. Members are encouraged to participate in upcoming CAEP data reporting and data dive webinars in the coming weeks. We will begin review of 2019-20 Data in our next meeting. In the coming months we will examine consortium performance, Barriers to Employment and demographic data and integrate into conversations with workgroups.</p>
8. EDD June 2020 LA Data Review	<p>Ryan reviewed select June 2020 EDD city unemployment figures for June 2020. The Los Angeles County unemployment rate for June is 19.5%, a drop May -20.8%. In June 2019, the rate was 4.5%. The statewide rate for June was 15.1%. He also shared unemployment rates by industry –reflecting those aligned with member trainings. Most reporting significant job losses, minimal loss for essential workers, with the exception of information technology related, positions reflecting growth.</p>
9. Roundtable	<p>Virginia Espana asked if someone has done the CASAS assessments? Michelle Lee-is attempting a socially distance process at Charter Oak.</p> <p>Rowland is resuming HiSET testing in their Computer Lab with social distancing. They are not promoting the GED at this time.</p> <p>Ryan mentioned the recent email from Javier Romero at the Chancellor’s Office alerting everyone that Neil Kelly, CAEP State Coordinator would be out for a medical procedure and we send our best wishes for a speedy recovery.</p>
10. Adjourned	<p><b>2:00 pm</b></p>