



Steering Committee Meeting Minutes
Monday, December 5, 2022
2:00-4:00 pm (In-Person) Mt SAC
SCE Bldg. 40 - Room 140

Presenter: Madelyn Arballo

Baldwin Park <u>X</u> Veronica Valenzuela	Covina Valley <u>X</u> Virginia España	Pomona <u>X</u> Miguel Hurtado	Consortium <u>X</u> Tischel Diaz <u>X</u> Ana Ramos
Bassett <u>X</u> Adder Argueta	Hacienda-La Puente <u>X</u> Gregory Buckner ___ Micah Goins	Rowland ___ Brian Huff	Partners/guests present: ___ Omideh Miri
Charter Oak <u>X</u> Ivan Ayro <u>X</u> Michelle Lee	Mt. SAC <u>X</u> Madelyn Arballo <u>X</u> Tami Pearson		



Call: 2:00 pm Welcome & Agenda Check No Public Comment
Approval of the Minutes for 10/17/22
 Motion to approve by Greg Buckner and seconded by Miguel Hurtado. Minutes Unanimously approved.

Objectives for the day:

- 1. Consortium Manager – Tischel Diaz**
 - Staffing structure:
 - **Intro**
 Madelyn introduced the new Consortium Manager, Tischel Diaz. Tischel mentioned the following regarding her background:
 - 23 years in Adult Education
 - 15 of those in Adult K-12 at the Long Beach School for Adults.
 - Experience in ESL, ABE, HSE, HSD, Concurrent students and Alternative Education with Beach High School
 - 8.5 years in noncredit at Cerritos College managing the WIOA grant and all its components
 - Of those last 8 years, spent the last 5 years as a CASAS Certified Technology Trainer
 - **Staffing Structure**
 Madelyn mentioned the hiring of a new Data Analyst has been interrupted as it was planned in the past. With the hire of a new Consortium Manager with data experience, we may not have a need. Madelyn requested if the board agreed with this strategy. Board approved to wait and see.
- 2. Consortium Updates**
 - **Budget – update**
 Madelyn reviewed the summary Consortium budget noting that the CAEP 21/22 is already spent out. The CAEP 22/23 showing a carryover of \$161,545.14; but will be expended rather quickly.
 - **WIOA re-application**
 Madelyn mentioned is someone needs help, or a copy of the application, she can share it since the due date is next week on Thursday.
 - **Carryover policy and discussion**
 Discussion about carryover legislation, AB1421, which was already signed last week by the Governor which will mandate that consortia’s maintain no more than a 20% carryover. Consortia has had less than 20% carryover each year and have never exceeded this new statute in the past. Individual carryover will remain in line with current state guidance which is 40% but will continue to be monitored.
 Although there is new legislation regarding carryover, all consortium members agreed to remain status quo with our carryover protocols and needs to be stated in the bylaws or governance in the Member Effectiveness section.

Vote to approve to remain Consortia less than 20% status quo with our carryover protocol in line with the current state guidance not to exceed 40%	Name and District
YES	Veronica Valenzuela (Baldwin Park)
YES	Adder Argueta (Bassett)
YES	Virginia Espana (Covina-Valley)
YES	Ivan Ayro (Charter Oak)
YES	Miguel Hurtado (Pomona)
YES	Tami Pearson (Mt. SAC)
YES	Gregory Buckner (Hacienda La Puente)

3. Workgroup Updates

- Tischel Diaz shared that she is currently meeting and introducing herself in person with the Steering Committee members. So far, she already met with Hacienda La Puente (Greg Buckner), Charter Oak (Ivan Ayro and Michelle Lee), Tri-Community (Virginia Espana), tomorrow with 12/6 with Bassett (Adder Argueta) and Friday, 12/9 with Pomona (Miguel Hurtado) and 12/14 with Baldwin Park (Veronica Valenzuela).
- She met with this week with the workgroups CTE, AWD and ESL. ABE-ASE is meeting currently, CSS meeting will be this Tuesday 12/6/22, and Data meeting will be on 12/15th in person at Baldwin Park facility.
- The December workgroup meetings were more of an introduction to Tischel and the workgroup members and asked how the Consortium can assist them individually per workgroup.
- Discussed 2022-23 Annual Plan regional strategies/needs by individual workgroups.
- Tischel shared the possibility to incorporate EL Civics Transitions into ESL instruction and potentially creating the curriculum for it within the workgroup.
- Upcoming events and future meetings scheduled

4. Member Updates

- Feeling much better and back to normal (post-pandemic) state conditions.
- DMV monitor display is no longer a good marketing strategy for student’s recruitment. Charter Oak has just pulled their advertising.
- Covina-Valley mentioned that Ryan Maddox is on loan as Principal at the Northview High School and will not be attending Consortium business in the meantime.
- Gale Lee moving from Rowland to Baldwin Park.
- CCAE Conference was held at Palm Spring and was very successful. Special focus on Classified workers.
- Mentioned that student enrollment increased despite of the holidays
- Charter Oak Ready for winter registration
- Pomona working on Pharmacy classes
- Mt. SAC shared that Building 30 is in phase 3 which will be completed by 2026.
- Bassett (Adder) shared the implementation of their CNA program and Plumbing courses for Spring 2023!
- Madelyn brainstormed and asked around the table about Diversity and Equity, is that happening in their area?
 1. Organizing events and workshops to make students with different backgrounds feel included
 2. Having presenters and converse with teachers
 3. Sustainability
 4. Workgroups addressing Equity and how to improve the classrooms setting
 5. Charter Oak will have a new Director for Equity & Access and he will be reported to the Superintendent.
- Spring Holidays and adjusting Steering Committee meetings
 1. Move January meeting from the 16th to the 23rd (Due to MLK Holiday). Committee approved.
 2. February Meeting: Partner Retreat. Tischel and Ana will send out a doodle poll with dates and times.

5. Adjourned: 3:00 pm

NEXT MEETING: January 23, 2023 2:00pm-4:00pm at Mt SAC.