

Steering Committee Minutes

Monday, August 21, 2023

1:00 pm to 3:00 pm

(Meeting moved to Zoom due to Hurricane Hillary)

~~Mt. SAC SCE Bldg. 40 Room 140~~

Meeting Folder: https://drive.google.com/drive/folders/1mofgZXPodKG hg_kLTAdqdE0Cs5bZgse?usp=sharing

Baldwin Park <u>X</u> Veronica Valenzuela	Covina Valley <u>X</u> Ryan Maddox	Pomona <u>X</u> Miguel Hurtado	Consortium <u>X</u> Tischel Diaz <u> </u> Ana Ramos Partners/guests present: <u>X</u> Laura Perez <u>X</u> Adrienne Price
Bassett <u>X</u> Adder Argueta	Hacienda-La Puente <u>X</u> Gregory Buckner <u>X</u> Micah Goins	Rowland <u>X</u> LaToya Brown	
Charter Oak <u>X</u> Ivan Ayro <u> </u> Michelle Lee	Mt. SAC <u>X</u> Madelyn Arballo <u>X</u> Tami Pearson		

<u> </u> Welcome & Agenda Check <u> </u> Public Comment	Approval of the Minutes for 7/17/23 Motion to approve <u>Greg Buckner</u> <u> </u> Second <u>Veronica Valenzuela</u> Vote
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Objectives for the day:	
1. Consortium Updates	<p>Upcoming CAEP Due Dates</p> <p>August 2023</p> <ul style="list-style-type: none"> **Soft deadline 8/18/23 for Q4 in NOVA** <p>September 2023</p> <ul style="list-style-type: none"> Sep 1: 21/22 and 22/23 Member Expense Report due in NOVA (Q4) Sep 1: July 1, 2022 to June 30, 2023 Instructional Hours and Expenses by Program Area due (estimates only) in NOVA * Sep 1: 22/23 Certification of Allocation Amendment due in NOVA Sep 30: 21/22 and 22/23 Member Expense Report certified by Consortia in NOVA (Q4) * Sep 30: 22/23 Member Program Year Budget and Work Plan due in NOVA Sep 30: End of Q1 <p>October 2023</p> <ul style="list-style-type: none"> Oct 30: 22/23 Member Program Year Budget and Work Plan certified by Consortia in NOVA Oct 31: Student data due in TOPSPro (Q1) Oct 31: Employment and Earnings Follow-up Survey
2. Budget Update	Tischel explained that the additional COLA had been disseminated as mandated by the CAEP and added to NOVA via Allocation Amendment. The amendment has been certified in NOVA.
3. Annual Plan Update	Tischel reported that the Annual Plan was unanimously approved via online vote and submitted on time in NOVA. Budget and Workplan is now open for editing and due September 30 th .

<p>4. Consortium Counselor Update</p>	<p>Fall Schedule for Consortium Counselors and update</p> <table border="1" data-bbox="539 136 1523 562"> <thead> <tr> <th>School</th> <th># of students IP</th> <th># of Transitioned Students</th> <th>Archived Students</th> </tr> </thead> <tbody> <tr> <td>Baldwin Park</td> <td>1</td> <td>5¹</td> <td>18</td> </tr> <tr> <td>Bassett</td> <td>1</td> <td>0</td> <td>1</td> </tr> <tr> <td>Charter Oak</td> <td>3</td> <td>0</td> <td>6</td> </tr> <tr> <td>Covina Valley</td> <td>0</td> <td>4</td> <td>11</td> </tr> <tr> <td>Hacienda La Puente</td> <td>2</td> <td>0</td> <td>5</td> </tr> <tr> <td>Rowland</td> <td>1</td> <td>4</td> <td>13</td> </tr> <tr> <td>Pomona</td> <td>-</td> <td>-</td> <td>-</td> </tr> </tbody> </table>	School	# of students IP	# of Transitioned Students	Archived Students	Baldwin Park	1	5 ¹	18	Bassett	1	0	1	Charter Oak	3	0	6	Covina Valley	0	4	11	Hacienda La Puente	2	0	5	Rowland	1	4	13	Pomona	-	-	-
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<p>5. Workgroup Schedule</p>	<p>Survey for days and times has been completed and invites will be sent out.</p>																																
<p>6. Fall PD Conference</p>	<p>Save the date going out and will be followed by a survey call for topics</p>																																
<p>7. Member Updates</p>	<p><i>Around the Room</i></p> <ul style="list-style-type: none"> • Mt. SAC: Institutional Issues. Flooding due to HVAC problems. Fall begins 8/28. • BPACE: Open and Fine. Fall began 8/14. Wednesday will be schoolwide orientations. One in the morning and one in the evening. BPACE will invite Tischel to attend. • Covina-Valley: All Staff meeting Wednesday. Fall begins 8/28 • HLPAE: Enrollments are doing well. • Charter Oak: Still in summer. FA23 begins in October. • RACE: 2nd week of Fall. Classes are full. Already have their first HSE grad. • BASSETT: 8/7 staff back for Fall. Students back 8/14. WASC coming up in Spring 2024. 																																
<p>8. Upcoming Events</p>	<p>Please share any upcoming events you have:</p> <p>https://www.caadulthoodtraining.org/</p> <ol style="list-style-type: none"> 1. Budget and Work Plan and Quarterly Expenditure Reports for 2023-24 August 18, 2023, 12 PM – 1:30 PM https://www.caadulthoodtraining.org/CAEP/631?Type=10 2. OTAN Lunch Break (Artificial Intelligence (AI)) August 28, 2023, 12 PM – 1:00 PM https://www.caadulthoodtraining.org/OTAN/3052?Type=24 3. CASAS -El Civics Network Meeting (Online) August 30, 2023, 1:00 PM – 2:30 PM https://www.caadulthoodtraining.org/CASAS/8333?Type=12 4. California Statewide WIOA II Network Meeting September 5, 2023, 1:00 PM – 2:30 PM 																																

	<p>https://www.caadultedtraining.org/CASAS/8395?Type=12</p> <p>5. CAEP Summit 2023 October 24-26, 2023 -Hilton Universal City https://summit.caladulted.org/</p> <p>6. CCAE 2024 State Conference SAVE THE DATE! May 9-11, 2024-Anaheim https://www.ccaestate.org/revisit-the-2023-conference.html</p>
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<p>9. ELL Healthcare Pathway Grant</p>	<ul style="list-style-type: none"> • Reviewed Consortium offerings versus those specified in the grant to solidify list. • Reviewed FAQs sent out by CCCCCO and sent to SC on 8-18. • Definition of ELL pertaining to grant to include non-native English Speakers and those defined as having cultural barriers) • 1st year funding follows CAEP funding in that there is a 20 month spend down, so we can include programs implemented in Fall 2024. • Pertaining to funding formula scenarios, it was consensus was reached to focus on projected enrollments, program offerings and annual cohorts. • Doodle will be sent out for meeting week of August 28th to continue ELL discussion.
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<p>10. Future Meetings</p>	<table border="1" style="width: 100%; text-align: center;"> <tr> <th colspan="3">Steering Committee Meetings</th> </tr> <tr> <td colspan="3">3rd Monday of the Month 1:00 PM – 3:00 PM</td> </tr> <tr> <th>Month</th> <th>Dates</th> <th></th> </tr> <tr> <td>September</td> <td>9/18/2023</td> <td>ok</td> </tr> <tr> <td>October</td> <td>10/16/2023</td> <td>ok</td> </tr> <tr> <td>November</td> <td>11/20/2023</td> <td>Canceled by Consensus</td> </tr> <tr> <td>December</td> <td>12/18/2023</td> <td>Canceled by Consensus</td> </tr> <tr> <td>January</td> <td>1/15/2024</td> <td>Canceled by Consensus</td> </tr> <tr> <td>February</td> <td>A non-Friday?</td> <td>Potential Retreat Dates?</td> </tr> <tr> <td>March</td> <td>3/18/2024</td> <td>ok</td> </tr> <tr> <td>April</td> <td>4/15/2024</td> <td>ok</td> </tr> <tr> <td>May</td> <td>5/20/2024</td> <td>ok</td> </tr> <tr> <td>June</td> <td>6/17/2024</td> <td>ok</td> </tr> </table>	Steering Committee Meetings			3rd Monday of the Month 1:00 PM – 3:00 PM			Month	Dates		September	9/18/2023	ok	October	10/16/2023	ok	November	11/20/2023	Canceled by Consensus	December	12/18/2023	Canceled by Consensus	January	1/15/2024	Canceled by Consensus	February	A non-Friday?	Potential Retreat Dates?	March	3/18/2024	ok	April	4/15/2024	ok	May	5/20/2024	ok	June	6/17/2024	ok
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<p>11. Adjourn</p>	
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