



Monday, October 19, 2020 1:00-3:00 pm

Meeting ID: 927 4415 8038

Steering Committee Meeting Minutes

APPROVED

Baldwin Park <u>X</u> Veronica Valenzuela		Covina Valley <u>X</u> Virginia España	Pomona <u> </u> Enrique Medina <u>X</u> Miguel Hurtado	Consortium <u>X</u> Ryan Whetstone <u>X</u> Ana Ramos
Bassett <u>X</u> Albert Michel		Hacienda-La Puente <u>X</u> Gregory Buckner <u>X</u> Micah Goins	Rowland <u>X</u> Rocky Bettar	Partners/guests present: <u>X</u> Ryan Maddox – Covina Valley
Charter Oak <u>X</u> Ivan Ayro <u>X</u> Michelle Lee		Mt. SAC <u>X</u> Madelyn Arballo <u>X</u> 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 9/21/20 as Presented by Gregory Buckner. Second by Rocky Bettar. Unanimous approval.
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Objectives for the day:

1. Fiscal Update	<p>Madelyn Arballo shared, due to the unexpected pandemic situation, Consortium carryover for FY19-20 ended at approximately \$500,000; will be applied to FY20-21 expenditures, which is approximately less than 3% of the consortium allocation. The cancellation of consortium events and activities has contributed to this level of carryover. The check for 2019-20 unspent funds in the amount of \$26,152 has been received from East San Gabriel Valley Regional Occupational Program. Veronica Valenzuela asked if members could consider distribution, however they (members) agreed to hold all carryover and recovered amounts in the consortium fund account. They will revisit discussion on how to spend the carryover after the California state budget is proposed by the governor in January 2021. Drastic cuts are expected for the coming year due to COVID economic impact.</p>
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2. WIOA Federal Program Monitoring / COVID-19 Member updates	<p>Albert Michel requested the lead members share any insight on preparation for the WIOA Federal Program Monitoring (FPM) review by the state, as his campus is preparing for this activity in the coming weeks. Members shared the following along with COVID-19 related updates.</p> <p>Baldwin Park: Veronica Valenzuela, stated that her campus just completed their review and is happy to report there were no deficient findings for her campus. She invited Albert to reach out to her directly and they will share their process and related information, extending that invitation to any other interested members. Rocky Bettar asked who conducted the review and she said it was Cory Rayala from CDE as he was already assigned. The others may be completed by the new WIOA consultant, Catherine Peacock. Albert was concerned as he has several staffers who are multi-funded under WIOA and reporting them appropriately. Charter Oak: Ivan Ayro, all classes are offered remote online but may return to campus in January. Covina-Valley: Virginia Espana shared the are holding with ESL and academic classes offered remotely. Their district is still negotiating with unions regarding a full return. Several essential worker industrial trainings are currently offered in the hybrid format at this Hacienda La Puente: Greg Buckner advised Albert to just follow the FPM guidance instrument closely and ensure all requested documentation is uploaded. Academic programs are running online, all essential worker CTE programs are either hybrid or online.</p> <p>Mt. SAC: Madelyn Arballo shared that Cory was very helpful with the FPM and in preparation of the visit she got a list of all the things they wanted to see and took the liberty of creating a visitation schedule and agenda. CDE was good with that. She also recommended lots of dark chocolate. COVID Update – Tami Pearson, essential worker courses are still online and have not returned on campus. There may be a possible spring to open in Spring. For non-credit (nursing, electronics.) CASAS test online. She participates in bi-weekly meetings with the LA County Department of Public Health and they are very concerned with the spikes in cases, keeping our area in the most restrictive COVID tier.</p>
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	<p>This is problematic as surrounding counties are in lower tiers. Plans for return are in place at the college but will not happen until those restrictions relax.</p> <p>Pomona: Miguel Hurtado share they are also preparing for FPM, and submitted required documentation a month prior to the due date. Cory was supportive of them as well and did request an update on 2 items. Corey was supportive for them as well. Miguel is optimistic, shared their visit plan and offered his insights to Albert as well.</p> <p>Rowland: Rocky Bettar- his district went through FPM last year and adult education was not included. He advised to make sure that all documentation in place. Regarding COVID, he said his district is looking to reopen for second semester and MOUs have been established with unions. However, he notes that that fluctuating changes at the state and county are impacting solid planning. Regarding CASAS testing, they conducted parking lot assessments and he thanked Hacienda La Puente for sharing related documentation. 129 students participated during one of the hottest weeks of the year. Their programs are continuing online and teachers are completing progress reports and conference meetings with students.</p>
3. CAEP Update	<p>Ryan asked volunteers to participate for the CAEP call for focus group participants this Friday 10/23 (12pm-2pm) via Zoom. News & Reviews Publication-Los Angeles Basin. Rocky participated years ago for the similar focus groups in Sacramento and share an overview on the process. Several members volunteered to participated, he will confirm and send names to Neil Kelly. Ryan reminded all about the CAEP Summit (October 26-29) Online Registration is open. (Flyer in meeting folder). California Council for Adult Education – South Coast Section Conference will be held on Friday, November 13th. Both events are free and virtual.</p>
4. CALPRO Equity PD Update	<p>Ryan shared the flyer for CALPRO Success for All Learners through Equity. Dates for the activity have been confirmed and are identified on the overview document in the meeting folder. This is offered in collaboration with HLPAE from the initiative of Micah Goins. The 16-hour training focuses on Equity awareness, behaviors and advocacy. The event is open to for up to 6 people per site and we are requesting (hoping for) diverse staff (administration, certificated, and classified) participation. Please send names by Friday 10/23 to Ryan. We are working with Catherine Green, CALPRO and the facilitator for the training will be Francisco Narciso, veteran adult educator and coordinator from Los Angeles Unified School District.</p>
5. Work Group Update	<p>Ryan updated members of the workgroup did a deeper analysis of the 2019-20 Consortium Calculator with persistence and performance information. The devastating effects of COVID restrictions are evident in performance outcomes for the year. Groups reviewed August 2020 regional Employment Development Labor Market Information data. Updates from local AJCCs were provided by Dianna DiOssi, and Gabby Goetz (Goodwill SGV/Baldwin Park), Michael Thomas (MCS Pomona) in CTE and CSS workgroups. Updates from CASAS were provided by Margaret Teske in the ESL, CSS and ABE Workgroups. Updates from members of Adult Education Organizations were also given. Census 2020 completion was stressed in all meetings. Assessment testing practices were shared in groups. General feedback is that all are focused on maintaining supportive, continuous contact with students and continue attempts to reconnect non-returners with through continued personal outreach.</p>
6. Data Update	<p>Ryan reminded everyone Q1 Student Data due in TOPS Enterprise (TE) in Oct. 31, with the first time submission of the Online Data Integrity Report (DIR) via the TE wizard. Ryan suggested members take advantage of the “notes” section and identify any issues include COVID impact on testing. Ryan suggested getting the data in before the due date to mindful of the slow data traffic issue closer to the deadline. Late submission will be identified in TE.</p>
7. EDD September 2020	<p>Ryan reviewed EDD Los Angeles County Unemployment figures for September 2020. There is a decreased to 15.1% for September, from 16.4% in August 2020. The statewide rate was 10.8%, but last year in California was 3.9%. He also shared unemployment rates for surrounding counties, area cities and industries aligned with consortium training areas. Most reporting significant job losses initially but slow recoveries for the past several months, minimal loss for essential workers, with the exception of information technology related, positions reflecting growth.</p>
8. Roundtable	<p>Ryan reminded everyone that the LA County Workforce Development Board (WBD) recently released their updated WIOA MOU. We are mandated partners in this process and advised all to review the document and note the upcoming planned WDB meeting on November 20. Member can contact him if they didn’t get them email. Rocky Bettar, advised members to connected with local district administration as CARES Act funds may be accessible to support adult education for items including Hotspots, digital devices. There were no additional updates from members.</p>
9. Adjourned	2:13pm

