



**Monday, July 19, 2021 1:00-3:00 pm**

Join from PC, Mac, Linux, iOS or Android:

<https://mtsac-edu.zoom.us/j/96311205674>

**Meeting ID: 963 1120 5674**

One tap mobile 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 Agenda

Baldwin Park __Veronica Valenzuela	Covina Valley __Virginia España	Pomona __Enrique Medina __Miguel Hurtado	Consortium __Ryan Whetstone __Ana Ramos
Bassett __Adder Argueta	Hacienda-La Puente __Gregory Buckner __Micah Goins	Rowland __Rocky Bettar	Partners/guests present:
Charter Oak __Ivan Ayro __Michelle Lee	Mt. SAC __Madelyn Arballo __Tami Pearson		
____Welcome & Agenda Check ____Public Comment		Approval of Minutes for 6/21/21 Motion to approve _____ Second _____ Vote	
Objectives for the day:			
Meeting Files Link:		<a href="https://drive.google.com/drive/folders/19b-sOhL95PkqX-Ro0KqeMFW027tGFOxf?usp=sharing">https://drive.google.com/drive/folders/19b-sOhL95PkqX-Ro0KqeMFW027tGFOxf?usp=sharing</a>	
1. COVID update			
2. Budget update			
3. Member updates			
4. 2021-22 Annual Plan			
5. 2021-21 Consortium Meetings			
6. Consortium Major Events		<ul style="list-style-type: none"> <li>• Consortium Conference – Thurs 4/28/22</li> <li>• Partner Breakfast - Fri 5/6/22</li> <li>• Mt. SAC Adult Ed Day - Fri 5/27/22</li> </ul>	
7. CAEP Update			
8. AJCCs- San Gabriel Valley MCS and Pomona Goodwill Partner Meetings			
9. (WDACS) LA County Workforce Development Board Career Pathways and Education Committee (Recap) (7/9/21)			
10. (WDACS) LA County WDB Meeting (7/16/21)			
11. News and Review – Update			
12. Additional Items			
13. Adjourn		<b>NO MEETING IN AUGUST - CAEP DUE DATES NEXT PAGE</b>	

## CAEP Due Dates

### August 2021

- **Aug 1:** Student Data due in TOPSPro (Q4) FINAL
- **Aug 15:** Annual Plan for 2021-22 due in NOVA \*

### September 2021

- **Sep 1:** 19/20 and 20/21 Member Expense Report due in NOVA (Q4)
- **Sep 1:** July 1, 2020 to June 30, 2021 expenses by program area due (estimates only) in NOVA \*
- **Sep 1:** 21/22 Certification of Allocation Amendment due in NOVA (new)
- **Sep 30:** 19/20 and 20/21 Member Expense Report certified by Consortia in NOVA (Q4) \*
- **Sep 30:** 21/22 Member Program Year Budget and Work Plan due in NOVA
- **Sep 30:** End of Q1

### October 2021

- **Oct 30:** 21/22 Member Program Year Budget and Work Plan certified by Consortia in NOVA \*
- **Oct 31:** Student data due in TOPSPro (Q1)

### December 2021

- **Dec 1:** July 1, 2020 to June 30, 2021 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium \*
- **Dec 1:** 19/20, 20/21 & 21/22 Member Expense Report Due in NOVA (Q1)
- **Dec 31:** 19/20, 20/21 & 21/22 Member Expense Report certified by Consortia in NOVA (Q1) \*
- **Dec 31:** End of Q2

### January 2022

- **Jan 31:** Student Data due in TOPSPro (Q2)

### February 2022

- **Feb 28:** Preliminary allocations for 2022-23 and 2023-24 released by this date.

### March 2022

- **Mar 1:** Member expense report is due in NOVA.
- **Mar 31:** 19/20 and 20/21 and 21/22 Member Expense Report certified by Consortia in NOVA (Q2) \*
- **Mar 31:** End of Q3

### April 2022

- **Apr 30:** Student Data due in TOPSPro (Q3)

### May 2022

- **May 2:** CFAD for 2022-23 due in NOVA \*