

Steering Committee

Baldwin Park <input checked="" type="checkbox"/> John Kerr <input checked="" type="checkbox"/> Veronica Valenzuela	Covina-Valley <input checked="" type="checkbox"/> Joe Campitiello <input checked="" type="checkbox"/> Claudia Karnoski <input checked="" type="checkbox"/> Cindy Manke	Mt. SAC <input checked="" type="checkbox"/> Madelyn Arballo <input checked="" type="checkbox"/> Tami Pearson	Consortium <input checked="" type="checkbox"/> Ryan Whetstone <input checked="" type="checkbox"/> Wanda Pyle <input checked="" type="checkbox"/> Lila Manyweather <input type="checkbox"/> Sage Overoye
Bassett <input type="checkbox"/> Linda Bermudez <input type="checkbox"/> Virginia Espana <input checked="" type="checkbox"/> Albert Michel	ESGVROP <input checked="" type="checkbox"/> Leticia Covarrubias <input type="checkbox"/> Elia Evans	Pomona <input checked="" type="checkbox"/> Rebecca Cristobal <input type="checkbox"/> Marie Dennis <input type="checkbox"/> Enrique Medina	Partners/guests present: Monique Cardenas, PACE
Charter Oak <input checked="" type="checkbox"/> Ivan Ayro <input type="checkbox"/> Debra Black	Hacienda-La Puente <input checked="" type="checkbox"/> Greg Buckner <input type="checkbox"/> Elbia Sarabia <input type="checkbox"/> Jorge Seccia <input type="checkbox"/> Matt Smith	Rowland <input checked="" type="checkbox"/> Rocky Bettar	

Agenda Items	Outcomes
Welcome & Agenda Check	Meeting was called to order at 2:07 – Facilitated by Ryan Whetstone
Public Comment	No public comment
Approval of Minutes for 11/13/2017	Rocky motioned to approve the Minutes of 11/13/2017, seconded by Albert, and approved unanimously with no corrections.
1. Professional Development Update	a. Cross Work Group Meeting - Members across the groups of the consortium participated in a 2-hour meeting the focused on identifying barriers and opportunities for our students. The first hour-conducted by Juan Milan, Labor Market Researcher with the CA Employment Development Department-focused on labor market data and projections for the San Gabriel Valley and Pomona. b. Barriers to Persistence session – In the second hour, Wanda reviewed results of consortium surveys related to student barriers, several articles on supporting adult students, and facilitated small group breakouts on identifying barriers and solutions. The EDD presentation was recorded and Ryan will post the session and handouts to the web site. Data presented and feedback gathered here will help inform consortium activities moving forward. a. Steering Committee Retreat - January 26, 2018 at 8:30 am – 1:30 pm, MTSAC in Founders Hall. b. Spring Consortium Conference - April 10 is confirmed date at Cal Poly Kellogg Center.
2. Work Group Hot Topics(s)	c. Partner Breakfast – HLP will host the event, Friday, February 23, 2018, 8:30 am – 10:30 am. The counselors will contribute to a combined presentation with each agency conducting individual ones for unique programs on their campuses. The goal is to build partnerships for the consortium. A database is set up online for partners and they are welcome to present. Each school has 10 invites-we are reviewing for duplication. Promotional tables will be setup for each member. Funds for the breakfast previously approved. Matt will forward over an email for setup to Ryan. d. LAUSD Scorecard Review – Group was asked if this format is something we would like to look at using to report outcomes to the community. John says it

	<p>looks good but is useless when you really analyze numbers. Tammy agreed-- Rocky and Claudia as well.</p> <p>e. LAUSD Diploma Plus Program – Ryan mentioned the program from LAUSD as an option for students and highlighted on LAUSD web site. Rocky thinks program is illegal.</p>
3. Data Update	Data Review – Lila provided an updated on Data related activities for the last several months for the data collection process. She indicated that the people on campuses have been working in the data have good general understand of the systems, but there are certain behaviors when transferring data from school systems into TOPSpro where some data is not transferring over. Madelyn said the consortium must agree on how the data reporting will look, there are metrics that need to be agreed on for data sharing amount the members and groups for better analysis and decision-making.
4. Budget Update	2015-16 Budgets - Madelyn indicated we should have exhausted 2015-16 consortium funds. Madelyn will start “nagging” to spend Data Accountability funds, as there is money still out there for this area. In the end, all monies must be spent.
5. -AEBG NOVA System Hands-on Review	<p>Madelyn gave live demonstration on the AEBG NOVA system on adding the members: Member Plan - On the work plan answer simple questions – next Member budget – (do not have to put the brief description) must include carryover and add to your allocation and that will be your budget. Budget the carryover plus this year. She sent what they reported as expenditures (please work on them)</p> <ul style="list-style-type: none"> *How to find the carryover, (Madelyn sent everyone their budget) the difference between your budget and your expenses is your carryover. *Send the pdf with your email to Madelyn *Please add your own members – it has to be certified by tomorrow *Everyone needs to make their own budget changes *Make sure your profiles settings are filled out completely *Please identify organization contacts *Budget changes and emailed to Madelyn by Friday *Do not do narratives just check and move one *You can go back and change your budget in June (you can change it now also) *January 31st put in what you actually spent (at some point between January and June you will be able to change your budget) *Rocky indicated budget restrictions between object codes may be lifted. The budgets should be expensed by identified AEBG deadlines. *guidance will come out from AEBG office regarding thresholds
6. Updates	LA County Youth Career Fair – (OPEN FOR ALL ADULTS) Sponsored by Supervisor Solis, hosted by MTSAC and has the Consortium as one on the co-sponsors is happening on Friday, February 2, 2018. Our schools can host tables and are also identified individually on the online participant registration form. We will be able to get the data on our participating students. Members are requested to promote heavily to students.
Other Updates and Topics Adjourn	<p>Consortium Manager/Director - Madelyn reminded that group that Ryan, currently designated a special project director, has been with us for nearly 2 years, and should be evaluated by the extended group. She will distribute a 360-evaluation form to be completed. Rocky and Madelyn will provide written evaluation. He currently receives basic benefits but no pay increases. As the Consortium becomes more established, this role should become permanent and no longer designated as a temporary position. Madelyn will be bringing this concept back to the consortium.</p> <p>Meeting adjourned 3:45pm</p>