



Steering Committee Minutes **APPROVED**

Monday, November 15, 2021 1:00-3:00 pm

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

Meeting ID: 963 1120 5674

	Baldwin Park _X_Veronica Valenzuela		Covina Valley _X_Ryan Maddox __Virginia España	Pomona __ Enrique Medina __Miguel Hurtado	Consortium _X_Ryan Whetstone _X_Ana Ramos
	Bassett _X_Adder Argueta		Hacienda-La Puente _X_Gregory Buckner __Micah Goins	Rowland _X_Rocky Bettar	Partners/guests present: Rebecca Cristobal – Pomona Cindy Manke – Covina Gale Lee – Rowland
	Charter Oak _X_Ivan Ayro _X_Michelle Lee		Mt. SAC _X_Madelyn Arballo _X_Tami Pearson		

Meeting Files Link: <https://drive.google.com/drive/folders/19ROHRdengmu5m4BdRa-TJdGJLP72SzRU?usp=sharing>

Welcomed: **1:00 pm**
 No Public Comment Approval of Minutes for **10/18/21**
 Motion to approve by Rocky Bettar and seconded by Veronica Valenzuela.
 Unanimously approved.

Objectives for the day:

1. COVID / Member updates
- 80% of LA County residents have at least 1 dose (11/1/21)
 - School districts with established policy are laying off unvaccinated staff who are out of compliance (HLP)
 - vaccine mandates going into effect for Mt. SAC students to attend campus next semester
 - LAUSD, Long Beach and San Diego have mandates for students & employees. LAUSD employees who did not receive their second dose by Nov. 15, may be "subject to separation from district service."
 - LA City calling for businesses to enforce vaccine mandate
 - Vaccines approved and available for children 5-11
 - Elected and health officials continue to press people to get vaccinated at free sites: <http://vaccinatelacounty.com>
- MEMBER UPDATES –
- BPACE: Pretty much the same. Planning with couple programs. The District is progressive discipline if employees are not being vaccinated or daily tested.
 - Bassett: Adder – Getting ready for holidays.
 - Charter Oak: No updates – Michelle Lee – following CAEP 12 guidelines
 - Covina: Ryan Maddox. Showcase Fall event, positive turn out. – In the process for winter registration. Looking for evening instructors. Covid protocols the same. Testing for employees.
 - HLP AE: Greg. Nothing to share – Getting ready for new term.
 - Mt. SAC: Vaccination mandated or testing. Half of the classes are in-person. In January-
 - Pomona: Rebecca Cristobal-(for Mr. Miguel Hurtado) The Health department visited them and they were very helpful (some suggestions).
 - Rowland: Rocky Bettar- Desk shield for students- following the CDC protocols.
 - Rocky introduced officially Gale Lee as the new Program Coordinator. - Social distancing requirements.

2. Fiscal Update
- Madelyn shared the Consortium budget and explained the carryover. It has to be spent within 3 years. It might have a discussion in January 2022 at the retreat on how to spend out the monies. More Consortium events/conference coming and some expenses pending.

<p>3. Mt. SAC Special Admit Update</p>	<ul style="list-style-type: none"> • Madelyn talked about the Mt. SAC Special Admit – Students can come to college for free and take 11 units at time. Proposed a presentation by Madelyn and would like the counselors to participate – all are invited on a workshop on transition and general to see you each school can use and be in a partnership with Mt. SAC. Transition to college. Hope you choose to be a Special Admit. It might be in 1 hour or 1 and 30 minutes. Dual enrolment: It has to allow students to come to those classes. – More updates soon. • Counselors meeting is scheduled for December 20, 2021.
<p>4. CAEP Updates</p>	<ul style="list-style-type: none"> • Madelyn/Rocky – Legislative update – Carryover legislation. – Adult CAEP funding. • Actively engage in ACCE and CAEP partners – representing CCAEAA Changes to AB540-420 hours a year or allow other competencies – intense effort. • Final 2020-21 Hours and Expenditures report due in NOVA – 12/1/21 in <u>estimate</u> status) • Q1 Expenditures due in NOVA -- 12/1/21 • CAEP Program Area/Hours Exceptions Report (email 11/10/21)- This report came out on Wednesday 11/10/21 from the CAEP office, and was created as a tool to assist members, and consortia with improving the quality of their reporting of hours of instruction by program area, expenditures by program area and leveraged fund source expenditures. The 2019-20 report for all consortia and guidance are in the meeting folder. Ryan shared a slide on the Mt. SAC Consortium numbers. • CAEP Summit 2021 (Tues. 10/26-Thurs. 10/28) Virtual. Recording available. All sessions are recorded via the registration link: https://caepsummit21.vfairs.com/en/#attend
<p>5. 2021-22 Quarter 1 - Data Integrity Report – Final counts</p>	<p>Review Final DIR, Program Enrollment and Barriers to Employment counts for Q1 Declines in ABE- Increases in ASE Barriers to employment – CASAS TE _ For the new 2022-22 Consortium 3 years Plan. We must select at least one core area (English Language Learner, Low Literacy, Low Income, or Long term unemployed) to track and report progress outcomes.</p>
<p>6. Work Groups Update</p>	<p><u>All Groups</u></p> <ul style="list-style-type: none"> • COVID updates and on-going impact on students. • 3-Year Plan –continued input from groups on accomplishments, future goals, current barriers • Continued focus Retention, Completion and Transition • Shared Q1 final DIR, Enrollment and Barriers to Employment • Related CAEP/CASAS/Adult Orgs conferences/training • Continued focus on recruitment and retention efforts • Is the “great resignation” impacting our programs? – Families moving together. <p><u>Data</u></p> <ul style="list-style-type: none"> • Strong session with Cindy Loo-Garcia from ASAP and Scott Gutman, CASAS Technical Support in meeting to field technical questions. • They have made the commitment to attend data meeting-also an opportunity for them to do mass troubleshooting • Members were able to troubleshoot current issues with ASAP with live screen-share interactions <p><u>ESL English as a Second Language</u></p> <ul style="list-style-type: none"> • Discussed current enrollment trends, schools seeing fluctuating ESL enrollments, schools are still having staffing issues (need ESL teachers- Bassett, Covina-Valley, Rowland) • Mt. SAC teacher expressed concerns with student identifying as homeless • Bassett USD using higher level ESL students (Asian) to translate for parents • Citizenship classes are doing well (area for stronger connection with LA County Office of Immigrant Affairs) <p><u>CSS Counseling Student Support</u></p> <ul style="list-style-type: none"> • New counselors are participating from Covina-Valley and Rowland • Covina-Valley implementing mental health partnership with LA County DMH • Interest and concern regarding support for students interested in transition to Mt. SAC include AB504 processes • Reviewed member CTE/STV Pathways list • Suggested counselors confirm connections to support resources as more students may experience homeless, mental health or other challenges

	<p><u>ABE/ASE Adult Basic Secondary</u></p> <ul style="list-style-type: none"> • Additional discussion on the National External Diploma Program (NEDP) as option for students with Mitch Rosen, CASAS and Janita McNemair, NEDP Facilitating instructor in Virginia- members questioned and will continue in next meeting. • Some students are working long hours and finding it harder to return for testing meetings • Instructors have mixed responses dealing with online and distance learning, some schools are increasing DL, instructors feel in-person instruction is working better while other have high enrollments in online classes. <p><u>Adults with Disabilities</u></p> <ul style="list-style-type: none"> • (HLP and Mt. SAC) would like to increase partnerships (AJCCs) to support students' gainful employment. <p><u>CTE Career Technical Education</u></p> <ul style="list-style-type: none"> • Most CTE/STV courses are doing OK per the group across the consortium, continued press to get I-TRAIN approval for all eligible programs, • Adder Argueta recommended pursuit of Veteran's Administration course approval to access those training funds, • Renewed press for articulation approval with Mt. SAC for related programs • Review of September 2021 EDD LMI • AJCC request for support of Louis Vuitton recruitment (50 positions -18\$/hr benefits) for San Dimas and Irwindale facilities (11/17/21 event) <p><u>Adults Supporting K-12</u></p> <ul style="list-style-type: none"> • (Charter Oak and HLP) programs just starting back, not major updates. <p><u>3-Year Plan Group</u></p> <ul style="list-style-type: none"> • Continues Data and census review. • Seeking more focus on program retention processes, transition to college, and career pathways. COVID impact may have permanently effected school enrollment level. • Intentional leveraging of AJCC's. LA County Immigrant Affairs, LACOE CTE and Counseling units to support teachers, counselors and students.
7. September 2021 EDD Labor Market Update	<ul style="list-style-type: none"> • September 2021 EDD LMI –unemployment @ 8.6% for our area cities- down from 10.1% in August. The count for our region unemployed is 30,800 - down from 36,400 in August. • Reviewed chart of EDD by industries.
8. News and Review – Update	Hard copies are in. Ryan will be distributing to all campuses. We are mailing to elected officials and community contacts.
9. Additional Items	<p>A. ACCE – Fall 2021 Zoom-in Workshop- Thursday, 11/18/21 (virtual). Registration open: http://www.acceonline.org/store/p46/Fall_2021_ACCE_Zoom-In_Workshop.html</p> <p>B. CCAEE Conference – Friday & Saturday, November 19 & 20 –Hilton Palm Springs</p> <p>C. CAEAA State Conference (virtual)- Thursday, February 3, 2022</p> <p>D. ACCE Spring Virtual Conference –February 3-4, 2022</p>
10. Adjourned	2:20 pm
	<p>NEXT MEETING, Monday, December 20, 2021, 1:00-3:00 pm</p> <p>Meeting might be changed due to School Districts Winter break- Probably December 13, 2021.</p>