

SAEC Consortium Board Meeting
 College of the Sequoias Board Room 1
 Meeting 05/03/16, 8:00 - 10:00 am
 Co-chairs: Stan Carrizosa and Sarah Koligian

In Attendance:

Carla Calhoun, CSET; Melissa Calvero, Visalia Adult School; Stan Carrizosa, College of the Sequoias; Liset Caudillo, Proteus; Dennis Doane, Lindsay Unified School District; Bill Edminister, Tulare Joint Unified School District; Sue Gillison, Library Programs and Literacy Manger; Heather Keran, Hanford Adult School; Sarah Koligian, Tulare Joint Union School District; David McMunn, Workforce Investment Board of Tulare County; Todd Oto, Visalia Unified School District; Faith Price, Cutler-Orosi Joint Unified School District; Jennifer Reimer, Tulare Joint Unified School District; Jeff Scott, Library Programs; Frank Silveria, Farmersville Unified School District; Drew Sorensen, Woodlake Unified School District; Mary Taylor, Corcoran Joint Unified School District; Jennifer Vega La Serna, College of the Sequoias; John Werner, Sequoias Adult Education Consortium Director.

	Topic	Outcome	Action
1.0	Welcome	Sarah Koligian call the meeting to order, welcomed all to the meeting at 8:04 am.	
1.2	Establish Quorum	Quorum Established	
1.3	Self-introductions	All present introduced themselves and the school or place they represent.	
2.0	Review and approval of meeting minutes: May 5, 2016	Everyone reviewed the minutes from the May 5, 2016 meeting.	<ul style="list-style-type: none"> • Motion moved with changes to minutes by Frank Silveira, Farmersville Unified School District • Seconded by Drew Sorensen, Woodlake Unified School District •Vote: All approved, None opposed,
3.0	Public Comment	No public comments were made	
4.0	Information Items		
4.1	USCIS - Jessie Castro	Community Relations Officer of U.S. Citizenship Immigration Services shared what services the Department of Homeland Security offers people. <ul style="list-style-type: none"> • General Path to US Citizenship • US Citizenship Documents • New Programs Available 	CONTACT INFORMATION Jesus “Jesse” Castro Community Relations Officer USCIS District 22 (SAC) jesus.e.castro@uscis.dhs.gov 559-263-9544

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4.2	Certificate of Completion Program AWD 18-22 Update - Jennifer Reimer	Jennifer shared that they will not be launching the program in the fall because of conflicting obligations. There could be a mid-year launch.	
4.3	COABE 2016 Report - John Werner	Melissa Calvero, Lariann Torrez and John Werner attended the COABE in Dallas Texas. <ul style="list-style-type: none"> • It was a good opportunity to meet with people and who are doing implementation at different stages. • Interesting to see how other states service the immigration population. 	
4.4	Workforce Investment Board MOU - John Werner	Phase 1 due June 20, 2016 Phase 2 due December 21, 2017	Phase 1: We have started talking to WIOA outside of Tulare and Kings County Phase 2: We need to choose which option we want to follow <ul style="list-style-type: none"> • Consortium to become negotiation agent or • Individual adult schools to do as they have always done
	Comments	<ul style="list-style-type: none"> • Does one option work better than the other? Do we look at all resources or do we look at them individually? Do we combine MOU's? • There are advantages each way and each way is an acceptable option. If we combine we would have to add exhibits because every service provision is different for each adult school. It may be easier to write phase 2 if we are sharing resources. • It might be easier to do MOU if we go individual. Consortium has the authority to do a single MOU without having to go to each Board. 	

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	Comments cont.	<ul style="list-style-type: none"> • If one adult school has a drastically different set up with WIOA the attachment is primarily the same. Matrix of services can be different. Single MOU might allow some of the smaller districts to participate. Phase 2 is a single point MOU. Potential from our strict prospective and dollar resources may provide exposure to our entire allocation. Single contract might go against how we have built ourselves. Want to keep administrative structure stream line. • Individual Districts need to keep doing what they do. Want to think about what our current plan is and each district renegotiates. Keep individual but bigger schools work with smaller schools to use services. • We can talk about how to access Workforce Investment opportunities through our models. • We can change funding structures this year. Direct fund all our districts. We hold onto management structure, service, provisions, and professional provisions. 	
4.5	AEBG Technical Update - John Werner	<p>CAFD was submitted and process is complete. Our direct funding is in place.</p> <ul style="list-style-type: none"> • Part II: Annual Plan and Report of Expenditures. • Part III: Demographics and Performance Measures, • Goal: Annual Plan for 2016-17 completed by July 2016. <p>2016-17 Annual Plan Template It is on line and is an auto fill form. Some of the 2015-16 Annual Plan will roll over into the template for 2016-17. Annual Plan and Report of Expenditures is due July 15, 2016.</p> <p>\$25M Data and Accountability There are 72 regions consortiums going in different directions to solve the problems. Recommendations are that consortiums work together. John Werner will meet with directors in the San Joaquin Valley this week.</p> <p>In June we will know additional allocations.</p>	<p>Due July 2016 Due August 2016</p> <p>2 years to spend.</p>

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5	Action Items		
5.1	Approval of 2016-17 Partner Allocations	<p>VUSD (Adult School)/Tulare County Free Library - Reed to Succeed Allocation will come out of Visalia Adult School allocation. Enrollment will be at 20 students. Supports VAS ESL classes. Helps library by adding sustainability. More volunteers can be added to the library for one year. Fiscal impact \$4,649.00</p> <p>Cutler-Orosi JUSD/Proteus Proteus will provide instruction services and child care. Cutler will provide facility, internet, technology services and curriculum provisions. Cutler-Orosi has agree to spend out of their allocation.</p> <p>Programs for immigrants in citizenship, ESL, and workforce preparation. 2016-17 is predicting that staffing classes will be difficult to do. Proteus will be service provider for the year in order to maintain classes. 85 students will be enrolled. Fiscal impact \$68,137.00 but may be 30 - 35% less. Cut will come from administrative costs and funding for child care workers, that will be brought on as needed.</p> <p>Cutler-Orosi will handle the services in the future. Getting a new administrator in 2016-17. Will put plan together when administrator starts.</p>	
	Comments	<p>COS has resources available to help. Look as an option for the future.</p> <p>Application reviewed by Leadership Committee and it is in compliance with AB104. Would become a part of our 2016-17 plan.</p>	<ul style="list-style-type: none"> • Motion moved to approve Partner Allocations by Stan Carrizosa, College of the Sequoias. • Seconded by Heather Keran, Hanford Adult School • Vote: All approved, None opposed, Motion Carried

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6.	Discussion Items		
6.1	2016-17 Annual Plan Draft, first read - John Werner	<p>Overview—</p> <ul style="list-style-type: none"> • There are 4 sections to the annual plan. • Section 1.0: Check for data accuracy. • Section 1.9: Fiscal structure change. • Section 1.8 <ul style="list-style-type: none"> • Noted Hanford is not on the list. • Phone number for Woodlake is wrong. • Corrections will be made. • Section 1.10: Need to submit an organization a chart. <ul style="list-style-type: none"> • Kept it general for now. • It can be modify later since this is a draft. • Organization chart helps to illustrate: <ul style="list-style-type: none"> • Stake holder involvement • Section 1.11: Designates fiscal coordinator. • Section 1.12: Allocations. <ul style="list-style-type: none"> • CFAD was an adjustment in it. • Shows new money that is coming out. • Section 2: Keep responses as short as possible and as general as we can. • Section 2.1B: Progress made. SAEC Regional Plan is basis for work to be done. • Section 2.1: Proposed edits and corrections <ul style="list-style-type: none"> • Second page has a sentence in twice. • Combine paragraphs. One about entire Consortium and one more specific to Regional. <ul style="list-style-type: none"> • John Werner will rework or clarify. 	
	Comments	<ul style="list-style-type: none"> • Where it talks about agriculture, change “poorly educated” to “under educated”. • Our region does not have a higher than average of high school dropout. Strike dropout rate • Stan Carrizosa will send some changes that will send us in a positive direction. • Bottom of Target Strategies. We can add College Career Readiness. Look at adding more information. • Date formatting will be changed from forward slash. • Section 2.1: Give more details on strategies of adult education. • Section 2.1: Serving adults with disabilities. <ul style="list-style-type: none"> • Should add college readiness. 	

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6.2	SAEC Board member requests for agenda item	Please let John Werner know if you have something to add.	
	Comments	<p>Jennifer Vega La Serna let everyone know that there is new legislation on dual enrollment. COS will have a meeting here with all feeder schools and anyone else interested.</p> <p>There will also be a meeting in the summer on “Adult Education role in CASA”. It will be held in San Diego.</p>	
7.	Adjournment	10:03 am	