

SAEC Consortium Budget Meeting
College of the Sequoias Board Room 1
Meeting 02/02/16, 8:00 - 10:00 am
Co-chairs: Stan Carrizosa and Sarah Koligian

In Attendance:

Keith Airheart, Corcoran Joint Unified School District; Stan Carrizosa, College of the Sequoias; Liset Caudillo, Proteus; Fidelia Cisneros, Kings County HSA Employment in Training; Dennis Doane, Lindsay Unified School District; Bill Edminster, Tulare Joint Unified School District; Sue Gillison, Library Programs and Literacy Manager; Robert Hudson, Alpaugh Unified School District; Heather Keran, Hanford Adult School; Sarah Koligian, Tulare Joint Union School District; Todd Oto, Visalia Unified School District; Adam Peck, Workforce Investment Board of Tulare County; Michelle Pengilly, Exeter Unified School District; Lupe Perez, FUSD; Jennifer Reimer, Tulare Joint Unified School District; Thad Russell, College of the Sequoias; Guadalupe Solis, Tulare County Office of Education; Drew Sorensen, Woodlake Unified School District; Josefina Trevino, Cutler-Orosi Joint Unified School District; Mary Taylor, Corcoran Joint Unified School District; John Werner, Sequoias Adult School Consortium Director.

Mitch Rosin via telephone

1. Welcome and Introductions

- Called to order by Sarah Koligian at 8:05 a.m.
- Welcomed our new Sequoias Adult School Consortium Director, John Werner
- Welcomed Mitch Rosin from Full Capacity Marketing
- Introductions were made

2. Approval of Minutes - January 5, 2016

- Motion moved by Robert Hudson, Alpaugh Unified School District
- Second by Solis Guadalupe, Tulare County Office of Education
- Vote: All approved, None opposed, Motion Carried

3. Public Comment

- None

4. Information Items:

AEBG Technical Update - John Werner

- Allocation Details from CCCCCO and CDE
- Eligibility Criteria for AEBG Funding
- AB104 Program Areas
- Membership (section 94916)
- Rules to Follow
- AB104 Performance Accountability and Potential Loss of Funding
- Governors Budget 2016 - 2017
- Setting up How to Account for Consortium Funding
 - Our Board took a tighter more control process of using funds
 - Our accounting is more difficult to set up
 - It will give us more cohesive effort
 - Conversations at Team Leadership level on expenditure detail to deal with short implementation time
 - We are identifying more gaps
 - May be more difficult starting up but will be better in the long run
- Where's my funding
 - Information on AEBG website
- Preliminary Allocations
 - Release by 2/28/16
 - All Adult Education money will flow through the consortium
 - Member District cannot collect indirect costs
 - 16-17 budget planning must be completed by the of April 2016
 - 16-17 apportionment will begin in August of 2016
- Spending of Funds
 - Cannot use funding to supplant existing funding or be used to purchase outside the 7 program areas.
 - Cannot serve non-adults
 - Non-members can receive AEBG funds through a District or County Office Fiscal Agent
 - Will need to follow the district fiscal policies and procedures
 - Leadership Team to approve this and bring to the Board if we give funds to non-members
 - Copy of allowable expenditures is on google docs.
- AB104 Report Periods 1 Submission - January
 - AB104 expense report due by 1/31/16 - via the online system (already done)

- Must have submitted a budget prior to submission of the expenditure report
- Report period submission includes expenditures by object code and progress report.
- Mid-Year Student Reporting February/March
 - State to provide further guidance.
- Resources on the Website
 - AEBG - New Website
 - Front page - What's New
 - LOA's Adult Ed Tracker
 - New Hanover report on other state's data collection
 - Investments: The Count Report
 - Legislation
 - Readers Conference
 - Boundaries / Map
 - Call John Werner if you have any questions
- FAQs
 - AB104 AEBG Users Guide for Online System - Many FAQs on Reporting, Expenditures, Budget, Object Codes, and Indirect
 - Nathan Hernandez from VUSD will help
 - John Werner answer any questions he can
- LAO Adult Education Tracker
 - Available to the public. Members encouraged to view it.
- Next Steps
 - Follow up on missing signatures / documents
 - Completed
 - Final Report for AB86 - File
 - Completed and closing out
 - Close out processing/practice with promise
 - AEBG funds 1st report period - expenses due
 - Completed
 - Preliminary allocation for 2016 - 2017 out next month
 - Student data reporting
- 3 year MOU between Fiscal Agent and Members receiving allocation
 - Allocated money will flow through to members. Members will roll over their own funds. Consortium will monitor it fiscal expenditures and performance data.
 - Requires LEA action from members receiving funds and from the fiscal agent.
 - Leadership Committee members have MOUs for their respective

boards.

- Brief discussion on implementation details and difficulties related to late funding.

Update on WIOA State Plan - Adam Peck

- State Vision: Income Mobility and Regional Prosperity
- California's Path Forward
- California's Big Workforce Goal
- Policy Objectives and Strategies
- Vision for Service Delivery: Regional Sector Pathways
- Chapter 1—Policy Implications for Labor Market Data: Recovery uneven. Invest in skills attainment.
- Chapter 2—Overview of Workforce and Education Activities in CA
- Chapter 3—Comprehensive Overview of Policy Strategies: Partnering in Sector Strategies, Building Career Pathways, Utilize “Earn-and-learn”, Organizing Regionally, Provide Supportive Services, Create Cross-System Data Capacity, Integrate Service Delivery (Braiding Resources)
- Chapter 5—Implementing the Policy Strategies: Organizational Roles and Operational Alignment

Discussion:

- Workforce mobility to job opportunities
- Level of education vs quality of education is different depending on economy
- Regionalization in our area
 - We have two sectors that promote regionalization
 - Allied Health
 - Agriculture
 - Region is a candidate for light to medium manufacturing
 - Employers do not know where to go to get help
 - We need to collaborate with employers
 - Partner with those in our community who are working with the employers
 - EDD

Location of Director's Office - John Werner

- Three possible locations explored
 - Felt it was best to move into Visalia Unified School District office
 - Will keep connected with day to day activities
 - Was discussed with Task Force—Task Force recommends VUSD
- Goal is to place Navigators into one stops as their primary location. They will provide services at member/partner locations as needed.
- Revisit director location in June 2016.

Update on SAEC Plan Implementation - John Werner

- Strategy 1: RISDS
 - Navigator hiring and housing
- Strategy 6: New classes: members are facing challenges in hiring instructors
 - We have new classes going
 - Teaching positions are flying on edjoin
 - Tulare will add 2 classes
- Partnership meetings to date
 - Tulare Library, Tulare WIB, Kings County JTO, Proteus, State Center & Kern
 - Started meeting with members to develop relationships
 - Each has a different need
 - Liaison between them and consortium
 - Will influence our overall work
- Pathway Mapping Tool
 - Need to bring target pathways into focus
 - Will require input from multiple perspectives to gather data
 - Will meet with Leadership Team today to see what that action looks like

Task Force Renamed “Leadership Committee”

- Leadership Committee will continue providing guidance and higher administrative level perspective for action steps.
- Task Force by definition was a shorter term
- Sets SAEC Board meeting agendas
 - Present information item at one meeting then action item at next meeting
 - Will discuss in Leadership Committee meeting and bring to next consortium meeting

5. Action Items:

Motion to appoint Heather Keran to Leadership Committee Co-Chair

- Motion moved by Drew Sorensen, Woodlake Unified School District
- Second by Stan Carrizosa, College of the Sequoias
- Vote: All approved, None opposed, Motion Carried

Joining the Leadership Committee will be Lori McClintick from Visalia Adult School (no action needed at this meeting—informational)

- Will bring back to board as action item next month

Approval for SAEC delegation to attend COABE (Dallas, TX - April 10-13, 2016)

Discussion:

- Valuable information source—last year key strategies and examples of where brought back to our plan
 - National level exposure
- Professional development opportunity
- Cost estimated at \$15,000.00 to \$20,000.00
- Propose that SAEC send representation to COABE
- Out of state travel guideline reviewed
- Leadership team can discuss who will go and bring back the names to the Board
 - Want to save money but can take up to 6, equal representation
 - Would be a good investment

Motion to send up to 6 SAEC representatives to COABE 2016 National Conference in Dallas, TX

- Motion moved by Stan Carrizosa, College of the Sequoias
- Second by Drew Sorensen, Woodlake Unified School District
- Vote: All approved, None opposed, Motion Carried

6. Additional Discussion Items

- COABE - Break out sessions with a theme
 - Is it possible to get an electronic agenda
 - John Werner will get the information
- California Adult Education Conference this week
 - John Werner will be attending, replacing Andre Pecina from Fresno Adult School on a regional panel presentation regarding AEBG implementation
- 2015-16 Budget concerns:
 - Concerned it will be difficult to spend money because of the shortage of teachers
- Leadership Committee should talk about how to spend money
 - Modification of current budget to meet regional constraints and obstacles
 - Explore long term implementation investments
 - Would be good to have a standardize curriculum for all high school programs
 - Can be digital
 - Will add to March agenda for discussion

Next meeting Tuesday, March 1, 2016 at 8:00 am

7. Adjournment

- 10:00 a.m.