

SAEC Consortium Board Meeting
College of the Sequoias Board Room 1
Meeting 03/01/16, 8:00 - 10:00 am
Co-chairs: Stan Carrizosa and Sarah Koligian

In Attendance: Keith Airhear, Carla Calhoun, Melissa Calvero, Liset Caudillo, Stan Carrizosa, Maribel Guzman, Kris Costa, Dennis Doane, Bill Edminster, Sue Gillison, Sarah Koligian, Todd Oto, Adam Peck, Tom Rooney, Thad Russell, Guadalupe Solis, Drew Sorensen, Mary Taylor, Larriann Torrez, Josefina Trevino, John Werner, Jesus Martinez, Pedre Uribe, Faith Price, Frank Silveira, Mitch Rosin

1. Opening Business / Welcome and Introductions

- Called to order by Sarah Koligian at 8:02 am
- Introductions were made and a quorum was established.

2. Approval of Minutes - February 2, 2016

- Motion moved by Todd Oto, Visalia Unified School District
- Second: Larriann Torrez
- Vote: All approved, None opposed, Motion Carried

3. Public Comment

- None.

4. Information Items:

4.1 Central Valley Immigrant Integration Coalition - Dr. Jesus Martinez

- Regional Network, Nonprofit organization.
- Dr. Martinez talked about DOCA
 - Helps families from all walks of life
 - Work permit, social security number
 - It is not an amnesty program
 - There is a great need but they are only able to reach a handful of families
 - Now enough people are accredited in the program
 - Looking for partnerships to help them recruit so they can provide the services for the families
 - Naturalization is having the same issues
 - Shortage of nonprofit agencies to assist them

- John Werner also reached out to San Joaquin Valley of Law regarding legal support for naturalization candidates.
 - SJVC of Law looking to expand.
- 7,150 are eligible to naturalize.
- 5,000 qualify for DOCA
- Additional 18,000 could be qualified but they need to be assisted in 6 months.

Comment:

- There would be an opportunity for workshops to be presented if we are open to people being trained.
- We could train our people instead of just having workshops.
- Dr. Martinez is willing to provide information to school administrators

4.3 CAEAA Report - John Werner

- John Werner and Larriann Torrez attended.
 - John Werner spoke to a panel
 - Larriann Torrez attended a Board Meeting afterwards
- Larriann Torrez recognized John Werner for doing a great job on the panel. He represented our consortium.
- Panel of consisted consortium directors and coordinators
 - Out of 71 consortiums only 8 chose direct funding vs fiscal agent
 - Direct funding is a much faster process and they are already receiving funding
- Three community colleges participated and attended the conference
- Chris Nelson gave a report on what is happening at state level
 - Changes are on State and Block Grant website
- Maintenance of effort and capacity defined
- Base funding as a terminology
 - This is the funding they are expecting to see unless we are not meeting the criteria
 - MOE + Allocation=Base Funding in 2016.17
- Immigration panel
 - Adult Ed is a perfect setting to set this up.
- Our consortium is being looked as a model

4.2 AEBG Technical Update - John Werner

- Governors Budget 2016-17
 - June 15th is the day it is confirmed
- Statewide concern
 - We need to be sure we provide the public opportunity to provide a voice at the table.
- Preliminary Allocations
 - Out by 2.28.16
 - 500 m allocation schedule - listed by consortia
 - Breakdown by apportionment schedules from 15-16
 - Legislation is clear that members are to receive, not less than what they received in 15-16
 - State will set up apportionment process beginning in May in order to meet legislative delivery dates in June and July
 - Apportionment disbursement will begin in August 2016
- Spending funds
 - AB104 Adult Ed Block Grant Program does not supersede any current state or federal legislation/regulations or current collective bargaining agreements
 - AEBG funds cannot supplant existing funding or be used to purchase items outside the 7 program areas. (Or to serve non-adult students)

Discussion

- Conversion of MOU funding into consortia based funding. Based on what district cost are, are we base lining that somewhere?
 - Legislation very clear. Apportionment we received last year is what we use this year
- Consortium has the discretion on how we spend the money
 - Section 80104 legislation and by 3 year plan as approved
 - What we send out to the districts now is what they are entitled to next year.
- Cost to run program does not change
 - Funding is run through the consortium
- Is local funding being protected?
 - Tables 3 and 5 have dollars amounts
 - protected by statute
 - Districts will have to go through the process to get those monies aligned
- Our grant will increase because funding goes through the consortium
 - We have control of 1.8 million, will go to 9.1 million
- We want to be sure MOUs are protected
- Leadership Committee will follow up

- Change of terminology

- MOE to MOC
 - Maintenance of Capacity vs Maintenance of Effort
- Members may spend money from AEBG as long as it is part of plans submitted to and approved by the state.
 - Item is budgeted as an objective/activity in 15-16 plan
 - Members and the public have a chance to review or comment
 - Members gave final approval of the plan through formal vote.
- Reporting AEBG Expenditures for MOE and Consortium July/August
 - Roll money out as a 5000 type of expenditure—members responsible for providing data to consortium director
 - Expenditures by program and by object code
 - Tracking system is in place
 - By program, object codes
 - Keep track of 1000 - 7000
 - State will ask for high level of detail back
- AB104 Budget and Reporting
 - We have MOU in place
 - 5% Administration cap
 - RISDS structure not be part of administration cap
 - We are waiting for more updated guidance on this
 - Decision is made by LAO office and Governors Office
- Funding Opportunities
 - Ways we can grow
 - Industry-driven regional collaborative
 - Community college basic skills and student outcome transformation program
 - Educational opportunities
- 16-17 Plan Submission
 - Working on updating plan
 - Meet with leadership group
 - Due by end of April for 16-17
 - Will bring back budget to the consortia
 - Current discussion on fiscal allocation schedule
 - Would like to give flexibility to the local consortium and members
 - If we miss the dead line, allocations revert back to prior year (15-16)
- 15-16 Amendments

- We will submit any substantive updates to our plan
- State does not want changes all at one time
- Effectiveness Memo
 - Expecting memo from the state
 - Our performance for this year is being looked at
 - Are we spending money
 - Are students in classes and their WIOA performance in those classes. Academic gains, degrees or certificates, course completions.
 - Job placement
- Mid year student reporting
 - Due at end of year
 - Data collection
 - How many adults are we serving, unduplicated student count, no shows, non-WIOA programs, how many accessing services, how many taking classes, duplicated count, etc.
 - No report this year but will have one next year
- New: sample director job descriptions posted to AEBG website. SAEC is one of the exemplars
 - On the LEA website
 - Check out the website at aebg.cccco.edu

4.6 SAEC Strategy 6 Additional Course Offerings - John Werner

Update:

- 2 classes on Citizen Preparation
- 3 High School Diploma classes
- 3 ESL classes
- 1 Adult Basic Education class
- 1 Independent Studies Class
- 1 Spanish GED class
- We have had some difficulties in staffing positions
- Classes are more expensive to have than first projected
 - This year we have enough money to get things done, increased costs connected to first year implementation

Discussion

- Are charter schools getting involved
 - Not locally, but they are statewide
 - Charter and Adult Ed has been a conversation statewide
 - Charters are looking at WIOA

4.7 Certificate of Completion for Adults with Disabilities - Sarah Koligian

- We are required to serve Disabled adults if they have not received their diploma and they request the service
- There are not enough students to offer a class at each site
- Tammi Bradford talked about an 18 - 22 year old Transition Program
 - Will check out a program in Sanger to see how they are serving this group
- Want to initiate a pilot program
- John Werner will check to see how many students in each district have a need
 - Think there is enough for one class
- Will add to next agenda

Sarah Koligian left at 9:39 am.. Stan Carrizosa took over for Sarah

4.5 Career Pathway Mapping Tool Project Plan - John Werner

- Career pathway in and across 5 program areas
- Visualization of existing pathways
- Gap identification
- Information central
- Multiple audiences.

Education pathways

- Adult basic and secondary education
- English as a Second Language

Career pathways

- Agriculture Biosciences
- Business
- Food processing
- Food services
- Government admin
- Health care
- Manufacturing
- Media arts
- Technology

Next Steps

- Prioritization
- Identification of SMEs
- Information gathering
- Pathway development meetings
- Web page development
- Career pages

- Gathering information from agencies on what programs look like
- Leadership Committee has given information back as to who to include

Pathway elements

- Entry points
- Path
- Exit points

Career pages

- Job description
- Wage data and employment outlook
- Goals and certificates
- Prerequisites
- Training
- Next steps etc.

5. Action Items

Partner Funding Application

- We have a partner funding application
- Process - under 80104 would have to work with a member closely
 - Work out plan
 - Address program areas, what activity looks like
 - Together apply for funds from the consortium
 - Member and Partner would need to create a MOU together
 - Leadership Committee will review it for final vote for allocation
- 2016-17 time line is short
 - Deadline is May 1, 2016
 - March 15th deadline for turning it into Leadership Committee
- Partner application folder in the main drive of google.
 - Application mirrors what we report back to the state

Discussion

Discussion on application process included the following information

- Should we wait until 2017-18
- Where would the money come from if we do it this year
- Board asked for an application process
 - State gave an impossible timeline
- We could provide a line item in the budget for 2016-17 and put in an amount
 - How much would we set aside
 - Let Leadership Committee handle this
- We could find out what projects are out there and set money aside

- Time line is too short
 - Application process may be too much work for the amount of money
 - We need to encourage partners to send something in for the next week
 - Have to hit some outcome measures
 - Do not want to be wasteful
 - Leadership Committee will think it through and make sure it aligns with our plans
 - Do any partners have projects they would like to do
 - Library has a project in mind
 - Partner meetings are scheduled
 - Leadership Committee will follow through to see how we can handle this
- State is pushing up deadlines so we have to shift
 - We interpret and adjust what the state does so it does not impact us negatively
 - We will comply but we should not be rushed because state changed deadline
 - Board should discuss how we will should handle deadlines that have been shortened

Tim Hire, gave Drew Sorensen, Woodlake School District Proxy to vote for him

Motion to approve Partner Funding Application

- Motion moved by Drew Sorensen, Woodlake School District
- Seconded by Todd Oto, Visalia Unified School District
- Vote: All approved, None opposed, Motion Carried

6. Discussion Items

6.1 2016/17 SAEC Budget—Priorities, Direct Funding v. Fiscal Agent Funding

- Priorities of Board moving forward
- Funding Model
 - Direct funding model is another issue
 - Fiscal distribution from CDE directly to the members—provides relief to service provider districts
 - Fiscal agent model
 - Takes longer to get money to members
 - Indirect funding may be more economical but may cost more money
 - May get relief under fiscal agent model
 - Leadership Committee will discuss and bring a model back to the Board.

Additional items for next agenda

- Tulare/Kings carry over and bring back as an action item on how we transition

students

- Help map out entry points
- If anyone has agenda items let John Werner know

7. Adjournment

Adjourned at 10:21 am