

SAEC Leadership Committee Meeting Minutes

February 4, 2020 10:00AM - 12:00PM

PRC, College of the Sequoias

915 South Mooney Blvd. Visalia, CA 93277

Co-Chairs: Heather Keran and Thad Russell

In Attendance: Brian Brazier, Corcoran Joint Unified School District; Erika DeLaCruz, Farmersville Unified School District; Robert Gonzales, Cutler-Orosi Joint Unified School District; Robert Gonzales, Cutler-Orosi Joint Unified School District; Brett Grimm, Lindsay Unified School District; Heather Keran, Hanford Adult School; Barbara Marshall, SAEC; Tami Olson, Visalia Adult School; Jonna Schengel, College of the Sequoias; Larriann Torrez, Tulare Adult School; John Werner, SAEC Director

	Discussion Topic	Outcome	Action
1	Opening Business		
1.1	Call to order	<ul style="list-style-type: none"> • Called to order at 9:34 by Heather Keran 	
1.2	Establish Quorum	<ul style="list-style-type: none"> • Quorum Established 	
1.3	Welcome and Introductions		
2	Review and approval of meeting minutes: January 23, 2020	<ul style="list-style-type: none"> • Approval of January 23, 2020 	<ul style="list-style-type: none"> • Motioned to Approve Minutes for January 23, 2020 by Larriann Torrez, Tulare Adult School • Seconded by Brian Brazier, Corcoran Joint Unified School District • Vote: <ul style="list-style-type: none"> ➤ All Approved ➤ None opposed ➤ Motion Carried
3	Public Comment	<ul style="list-style-type: none"> • Good collaboration between CAEAA and CCAE <ul style="list-style-type: none"> ➤ Joint resolutions between them ➤ Political Action Committee 	
4	Information Items		
4.1	WIOA II RFA Status Check – John Werner	<ul style="list-style-type: none"> • Caught Jonna Schengel up on the process of WIOA application • Mitch will be at Visalia Adult on February 10th and 11th with final draft <ul style="list-style-type: none"> ➤ Will meet with each school to go over draft <ul style="list-style-type: none"> ▪ February 10th he will meet with Hanford Adult at 11:00am, Cutler-Orosi at 1:00pm, and Visalia Adult at 2:30pm 	

		<ul style="list-style-type: none"> ▪ February 11th he will meet with Corcoran Adult at 8:30am, Tulare Adult at 9:30am, and Lindsay adult any time after 11:30am • WIOA application is due on February 28th 	
4.2	Member Effectiveness Reports – Heather/Thad	<ul style="list-style-type: none"> • Joan Schengel will present the COS report on March 3, 2020 • Lindsay's has been moved to May 5, 2020 when Dennis Doane will be back 	
4.3	SAEC Data Systems – John Werner	<ul style="list-style-type: none"> • Data Community of Practice Meeting on February 21 at 2:00pm – 4:00pm <ul style="list-style-type: none"> ➢ Will set goals and look at the DIR ➢ Email will be sent out on meeting place 	
4.4	Program Evaluation Data Chats – Heather Keran	<ul style="list-style-type: none"> • Discussion on having COS classes on the Adult School campuses • Discussed what to bring at next data meeting with front line staff <ul style="list-style-type: none"> ➢ Unemployed students ➢ We can help drive persistence <ul style="list-style-type: none"> ▪ Student's path ▪ Awareness to enrollment ▪ Personalized Learning Plan ▪ Digital Badge strategy ➢ Personalized Learning Plans <ul style="list-style-type: none"> ▪ Discuss what they are ▪ Look at what Visalia does ▪ Lindsay can give information on March 3 since they will miss the next meeting • Data Navigator <ul style="list-style-type: none"> ➢ Possibility of a joint funded position with Workforce Investment Board 	<ul style="list-style-type: none"> • John Werner will follow up with Adam Peck and bring cost projections to the leadership committee
4.5	Due Dates – John Werner	<ul style="list-style-type: none"> • Reminder of due dates 	
4.6	Governance Documents Review Process – John Werner	<ul style="list-style-type: none"> • Modifying Governance documents will start <ul style="list-style-type: none"> ➢ Blue – new language ➢ Red – getting deleted ➢ Will start to add COLA information ➢ Need to start talking about any new rules we need to add 	
4.7	Professional Development	<ul style="list-style-type: none"> • StandOut professional Development <ul style="list-style-type: none"> ➢ Need to review agenda and schedule the event 	<ul style="list-style-type: none"> • Will email agenda to

	Calendar – John Werner	<ul style="list-style-type: none"> ➤ March 2, 2020 is a good date for training <ul style="list-style-type: none"> ▪ 1:00pm – 4:00pm and 5:00pm – 8:00pm • Hector has been reaching out regarding solar installations <ul style="list-style-type: none"> ➤ Free solar program for low income families with no strings attached ➤ Agreement with Proteus is that we will not do any training in Visalia or Lindsay 	<p>everyone</p> <ul style="list-style-type: none"> • Will find out how long training is
4.8	Next Leadership Committee Meeting 02/20/2020 Agenda – Heather Keran	<ul style="list-style-type: none"> • Next meeting will be on February 20, 2020 	
5	Action Items	<ul style="list-style-type: none"> • NA 	
6	Adjournment	<ul style="list-style-type: none"> • Meeting adjourned at 11:37am 	