

SAEC Leadership Committee Meeting Minutes

August 6, 2019 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: Carmen Becerra, SAEC; Brian Brazier, Corcoran Joint Unified School District; Maribel Delgado, SAEC; Robert Gonzales, Cutler-Orosi Joint Unified School District; Heather Keran, Hanford Adult School; Barbara Marshall, SAEC; Janine Medina, SAEC; Alida Mora, SAEC; Tami Olson, Visalia Adult School; Thad Russell, College of the Sequoias; John Werner, SAEC Director

	Discussion Topic	Outcome	Action
1	Opening Business		
2	Review and approval of meeting minutes: May 7, 2019 and notes from May 23, 2018 and June 20, 2019	<ul style="list-style-type: none"> • Approval of May 7, 2019 Minutes • Approval of May 23, and June 20, 2019 Notes <ul style="list-style-type: none"> ➤ Correction – add Heather Keran’s name to attendance on the June 20th notes 	<ul style="list-style-type: none"> • Motioned to Approve Minutes and notes with corrections to the June 20, 2019 notes by Tami Olson, Visalia Adult School • Seconded by Robert Gonzales, Cutler-Orosi Joint Unified School District • Vote: <ul style="list-style-type: none"> ➤ All Approved ➤ None opposed ➤ Motion Carried
3	Public Comment		
4	Information Items		
4.1	SAEAC 2018/19 Q4 Reporting – John Werner	<ul style="list-style-type: none"> • Q4 Reporting is due on August 1, 2019 • If there is a budget change of more than 10% of your allocation totals you need Board approval • Corcoran and Lindsay need to turn in a DIR report <ul style="list-style-type: none"> ➤ Scan and email to caep@casas.org 	
4.2	SAEC Video Update – Tami Olson	<ul style="list-style-type: none"> • Video is complete <ul style="list-style-type: none"> ➤ Bring a sim card and entire footage can be given to you at next meeting • Would like to create a Spanish version 	

4.3	SAEC Navigator Fall Schedule – John Werner	<ul style="list-style-type: none"> • Will email out Navigator calendars to everyone • Carmen will be handling Farmersville • Navigators are doing presentations at Visalia elementary schools during their Back to School Night <ul style="list-style-type: none"> ➤ They are willing to do schools in other cities • Navigators are starting tours with community partners <ul style="list-style-type: none"> ➤ August 27th and 28th • Navigators are working on a resource binder of all programs <ul style="list-style-type: none"> ➤ Continue to let navigators know when new programs are offered ➤ Will need updated flyers • John introduced each Navigator and they shared what each of their responsibilities are 	
4.4	SAEC Fiscal Models – Heather/Thad	<ul style="list-style-type: none"> • SAEC Board wants to keep using the current Fiscal Model <ul style="list-style-type: none"> ➤ Base Fund (+COLA) <ul style="list-style-type: none"> ▪ 1% to all 2.26% to strategies ▪ ½ as cola & ½ as Strategy <ul style="list-style-type: none"> • Based Fund (+COLA) – it is a permanent in the base fund after the last year ▪ If a windfall comes in we will do it by strategy • Strategy with list: <ul style="list-style-type: none"> ➤ Have them ready to go <ul style="list-style-type: none"> ▪ Ranking system of proposals (if we get new) ➤ Board reviews proposal and awards ➤ Proposals due October 1 ➤ Leadership <ul style="list-style-type: none"> ▪ Evaluate ▪ Rank/order ➤ DIR fiscal workgroup ➤ Board CFAD • Creation of Executive Committee <ul style="list-style-type: none"> ➤ Helps John Werner with fiscal advisory work group ➤ CBO from one of the districts ➤ 2 - Leadership Team member ➤ 2 – Board Members 	

4.5	Program Evaluation Data Chats – John Werner	<ul style="list-style-type: none"> • Will be discussed at next Leadership Committee Meeting 	
4.6	Next Leadership Committee Meeting 08/22/19 Agenda – Heather Keran	<ul style="list-style-type: none"> • Next meeting will start at 3:00pm and go until 4:30pm 	
5	Action Items		
5.1	SAEC Leadership Co-Char Selection – Heather/Thad	<ul style="list-style-type: none"> • SAEC Leadership Committee Co-Chairs are elected annually • Asked for nominations <ul style="list-style-type: none"> ➤ Motion to keep current co-chairs 	<ul style="list-style-type: none"> • Motioned to keep current co-chairs by Tami Olson, Visalia Adult School • Seconded by Robert Gonzales – Cutler-Orosi Joint Unified School District • Vote: All approved
6	Adjournment	<ul style="list-style-type: none"> • Meeting adjourned at 12:02pm 	