



Minutes of the AEBG Consortium

Friday, May 12, 2017 12:00-3:00 PM:

Oxnard Adult School, OUHSD Conference Center

	Present	Absent		Present	Absent
M. Arso		<u> x </u>	F. Friend		<u> x </u>
B, Beckett	<u> x </u>	<u> </u>	K. Greaves	<u> x </u>	<u> </u>
P. Castleman	<u> x </u>	<u> </u>	H. Herzog	<u> x </u>	<u> </u>
H. Correa	<u> x </u>	<u> </u>	M. Sanders	<u> x </u>	<u> </u>
S. Cvijanovich	<u> x </u>	<u> </u>	C. Vang-Walker	<u> x </u>	<u> </u>

*CC = Conference Call attendance

Guests Present: Steve Benson, invited by F. Friend

Facilitator: Greg Hill, Jr.

Recorder: Kathy Walker

Meeting commenced at: 12:52 PM

Minutes

OPEN SESSION

This session is open to Member Representatives and invited guests.

#	Summary of Topic	Action
1	Opening Procedures <ul style="list-style-type: none"> ● Roll Call - member introductions ● Agenda review and approval ● Call for open discussion topics - Two open discussion items added <ul style="list-style-type: none"> ◆ data Integrity Reporting (DIR)in August Discussion regarding the pre and post testing - check with Jay <ul style="list-style-type: none"> ◆ How to report summer enrollment? 	<ul style="list-style-type: none"> ● Kathy to check with Jay regarding pre and post testing for summer students
2	Approval of Minutes from 4/7/17 VCAEC Meeting - Note: minutes were not approved during this meeting.	<ul style="list-style-type: none"> ● Add approval for 4/7/17 Minutes to June meeting.
3	Correspondence / Events Calendar: <ul style="list-style-type: none"> ● CFAD submitted 5/2 ● May 15 - Amendments or revisions to prior reports due ● June 20 - 2015-16 & 2016-17 AEBG Budget revisions due Discussion regarding 15-16 & 16/17 allocations reporting. <ul style="list-style-type: none"> ● Greg indicated that members must have spent or encumbered all AEBG funds that members have received, both 15/16 & 16/17 by 12/31/17. Members asked what evidence of encumbrances does AEBG need for reporting? Kathy to request information form AEBG office to send to members regarding report timeframes and definition of encumbered funds for reporting. Discussion regarding the possible change of June meeting. <ul style="list-style-type: none"> ● Kathy will send a Doodle Poll for best dates in June for members to meet. Further discussion regarding the need for a July meeting and also to change the current date as many members are not working during that time. It was decided to wait until our June meeting to discuss the need for a July meeting and what date that meeting would take place on. Budget Revisions: <ul style="list-style-type: none"> ● Budget revisions are due to AEBG on June 20th. Kathy will send forms to members that will be due to Kathy/Greg on June 2nd. 	<ul style="list-style-type: none"> ● Get definition from AEBG office of spent or encumbered funds 2015/16 and 2016/17 ● Send something in writing from AEBG office that defines when and how long they have to spend their funds. ● Greg - investigate reporting of extra funds that district receive beyond AEBG. ● Kathy to send doodle for June meeting ● Kathy to send Budget Revision forms to members.

Discussion:

- **Greg - We need a plan for preparing for August 15th reports. Establish timeframe for planning.**
- **It was mentioned that VCAEC should consider having a permanent member from WDB on consortium for**

4 2016-2017 Current Plan: Changes or major changes to plan...

- Partial complete - student intake process
- Job Center and Specialists are in place - complete
- summer - ventura college and vace complete
- Pre-Apprenticeship Program - Noted: active in community not at Todd Road Jail - change
- New Bridge Program - mostly incomplete
- Expand, GED, Hiset, ESL - complete
- Adult literacy at Moorpark - complete
- New CTE Program at Simi, MUD operational - barbering is not - partially complete
- VACE - ARC is doing job readiness - along with others. Santa Paula offering at renaissance and including AWD - complete
- VACE paraeducator program- yes; twice a year; Fillmore and Oxnard did not start. Fillmore and Oxnard to start in 17/18. Three districts will collaborate on the program.
- Expand ESL - Moorpark
- Conduct research to develop student strategies - move to next year.
- Provide training with ventura county sheriff's department - ?
- Simi, Conejo and Santa Paula provided additional ESL services - not fully implemented - distance learning is questionable
- Expanding child care options available to adults - unless the child care is directly related to the adult program needs to be listed as babysitting. Moorpark - PIQE
- Shared training - Burlington and CASAS - not sure of HiSet - implemented
- Professional VCAEC Training - not implemented
- Professional partners - partially implemented
- Jail - implemented
- WDB - partially implemented
- AJCC - partially implemented
- VACE - Workforce Development Academy - implemented

Motion requested to approve the process related to submitting changes to last years annual plan - Greg will double checked Plan and will send to member by Monday at noon will move for their review.

Motions 3

Motion by Pam Castleman and seconded by Becky Beckett that we approve the process and changes related to submitting revisions to last year's 2016-2017 Annual Plan.

All members present - Yes; Opposed - none; Motion passed

Motion by Pam Castleman and seconded by Becky Beckett that we adjourn to closed session.

All members present - Yes; Opposed - none; Motion passed
Open session ended at 2:07 pm

No Action was taken during Closed session.

Motion by Mike Sanders and Seconded by Carolyn Vang-Walker to adjourn meeting.

All members present - Yes; Opposed - None;

Meeting was adjourned at 3:15 PM

- Greg to note change to Pre-Apprenticeship Program - It was never at Todd Road Jail. they have a Culinary Program.

- Greg will prepare list of changes and send to members on Monday. Members only need to reply if they see additional changes or need to omit a change.