


Ventura County

Adult Education Consortium
Minutes of the AB 104 Consortium Special Meeting
Friday, July 22, 2016 1:00-3:00 PM
Location: VACE, 5200 Valentine Road, Ventura 93003

Present: Michele Arso, Diana Batista, Becky Beckett, Pamela Castleman, Frida Friend, Luis Gonzalez, Teresa Johnson, representing Stefan Cvijanovich from Fillmore, Jane Morgan, Carolyn Vang-Walker

Present via conference call: Tim Harrison
 Guest: Sharon from Simi Valley

Absent: Stefan Cvijanovich, Alan Penner
Recorder: Kathy Walker

Minutes:

Notes: kw

Meeting commenced: 1:15 PM

Topic	Summary of discussion	Action (If Required)
Roll Call and Announcement:	Meeting was called to order by Greg Hill, Jr. Each member and guest introduced them self. Jane Morgan is the new VP of Moorpark College	
Follow-Up Action Items:	Ojai was voted as VCAEC Banker for 2016/17 VCAEC unallocated funds – 100% of members approved. Tim Harrison reported that VCCCD is closing books and should get info out by Aug. 15 regarding member funds.	
Planning	<ul style="list-style-type: none"> • VCOE -hiring another job developer – Teresa asked if at the next meeting Pamela could introduce job developer. <p>Discussion on regarding all items that need to be reported took place. Several members expressed frustration over the difficulty of getting data from ASAP.</p> <ul style="list-style-type: none"> • Teresa Johnson reported that Fillmore, Ojai and Santa Paula were looking at using CASAS for their AEBG reporting this upcoming year. • Greg stressed that what remains in your 15/16 budget is for what you are going to do next year with these funds. If plan changes from your original plan consortium will need to approve. 	<ul style="list-style-type: none"> • Pamela to invite Job developer to next meeting.

Topic	Summary of discussion	Action (If Required)
	<p>Greg Hill, Jr. - How to get 15/16 DATA</p> <ol style="list-style-type: none"> 1. Course list, duration, etc. section number, 2. Student list – BD – ethnicity/race – gender – demographics 3. Enrollment – by section number – Attendance – Completers 4. Barriers – WIA/WIOA <p>Virtual private access to members system. If you have VPN find out and let Greg know.</p> <p>Greg requested that members send data and expenditures reports on Monday, July 25th; send to Kathy and she will get reports to Greg. He would like to see each member’s data; send over what you have and where you see problems.</p>	<ul style="list-style-type: none"> • Members to send Kathy data and expenditure reports by Monday 7/25/16
Open Discussion	<p>Motion to adjourn by Pamela Castleman– second by Becky Beckett All present approved; motion passed.</p>	

Meeting adjourned: 2:42

Next meeting: Date of next meeting was not set.