



Minutes of the AEBG Consortium
Friday, January 13, 2017 1:00-3:00 PM

Location: Simi Institute for Careers and Education, 1880 Blackstock Ave., Simi Valley 93065, Room 703

Member Representatives:

	Present	Absent		Present	Absent
M. Arso	x	_____	S. Cvijanovich	x	_____
D. Batista	x	_____	F. Friend	x	_____
B. Beckett	x	_____	H. Herzog	x	_____
P. Castleman	x	_____	M. Sanders	x	_____
Holly Correa	x	_____	C. Vang-Walker	x	_____

*CC = Conference Call attendance open 1:00 - 1:34 PM.

Guests Present: Joey Carroll, invited by M.Arso as guest speaker; Jose Posada and Sharon Padavick, invited by M.Arso, Tom Chan invited by S.Cvijanovich

Facilitator: Greg Hill, Jr.
 Recorder: Kathy Walker
 Meeting commenced at: 12:59

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 & welcome by Greg... if guests have questions they can fill out a question card and give it to their sponsor. Guest may stay for open session unless invited to stay for closed session. Members and guests introduced themselves. Agenda review and approval- consensus that we will move portion of data and accountability topic to open session or first part of closed session. Jose Posada and Sharon Padavick were invited to stay for this portion Call for open discussion topics - no topics submitted 	
2	<u>Motion 1</u> Motion was made by Michele Arso to accept the minutes as presented. Motion was seconded by Mike Sanders All present - yes (note Diana Batista and Becky Beckett were not present for vote); opposed - none Motion passed	
3	Correspondence / Events Calendar: Shared by Greg Hill, Jr. <ul style="list-style-type: none"> Expenditure and Progress Report ending 12/31/16 - due between Jan. 1 and Jan. 31, 2017. We need all members expenditures reports by next Wednesday, 1/18/17. Data and Accountability Plan and Budget - due 2/20/17 The Importance this being an integrated plan was stressed by Greg. The hope is that we will be able to train folks to get new jobs, therefore this will increase taxes for California, thus improving the state funds available to fund programs. Next VCAEC Meeting, 2/3/17 - Location: Ojai Unified School District 	
4	Guest Speaker: Joey Carroll, Employment coordinator, Tri-Counties Regional Center (Topic - Transition of AWD to employment following their completing of AEBG courses. Tri-Counties Regional Center (TCRC) is one of 21 Regional Centers funded by the California Department of Developmental Services to provide support for over 270,000 individuals with varying degrees of intellectual disabilities. They serve over 13,000 people with disabilities in	

	<p>Ventura, Santa Barbara and San Luis Obispo counties with the goal of maximizing opportunities and choices for living, working, learning, and recreating in the community. TCRC works with employers to provide internship. Businesses that hire interns from this program would get a stipend of \$3,750.00 per year if the employee stays a year. A Business Leadership Council is being developed..</p> <ul style="list-style-type: none"> • Individuals are referred by doctors, special education departments, etc.; they can also be self referred or parent referred. • Must be diagnosed prior to 18 for program unless there is documentation that would indicate a need. • Some of the providers have offered their sites for the class. For an example a college course might be held off-site so that PT support is available and so staff can assist. • Participants can receive lifetime support to stay employed. • TCRC offers support in classroom and will provide staff, behavior services, independent living services. • TCRC can help with transportation service. • Call regional center to get support coordinator for area. • Joey Carroll's cell phone number is (805) 714-7108 and can be the point person for this program. <p>Members expressed that it would be helpful to know which students are part of tri-counties as it would help with their data collection.</p>	
<p>5</p>	<p>Data and Accountability Planning was moved to open session.</p> <ul style="list-style-type: none"> • Greg Hill, Jr. shared that he had asked Jose Posada from Simi Institute for Careers and Education to come up with "Model Costs" to see if it goes along with what everyone else does. • A flyer with Data Accountability Funding for Simi was distributed. Jose noted time periods that caused more strain on employees - April - June 2016 was a peak time. • As we begin to plan Greg shared the process. <p>Guiding Points:</p> <ul style="list-style-type: none"> • What do you want? • What are your gaps? • What do you want in a perfect world? <ul style="list-style-type: none"> • Focus on expenditures that are incurred in the process of data collection: Software, ASAP, Cost of acquiring version 3; cost of data migration; cost of ASAP conference in August. • Identify key personnel and give short description of duties; again, use April-June to see time required to collect data. Be sure to include teachers time also. <p>Greg suggested breaking it into buckets - how did this impact staff salary. During reporting time did it increase time by 1 full time person? We will go over new requirements in the near future. Greg asked Sharon Padavick from Simi for her input. Sharon indicated her frustration that we are 7 months into the year and still have not received the data requirements that will be needed for reporting.</p> <p>Update: Notes sent by Sharon Padavick</p> <p>Some of the issues I came across for last year's reporting are :</p> <ul style="list-style-type: none"> • Information on what data would be required was released 8 months into the school year, therefore, some data was not being collected for a good portion of the year. • Members of the consortium were not using same means/systems of gathering and reporting data. This may have caused differences in data reporting. • Other issues that pertained to my school, not necessarily other schools, were listed in the e-mail that I sent when I submitted my data tables to you back in August 2016. • Clear instructions were not given to data collectors/reporters and there seemed to be a lot of gray areas and areas left up to individual interpretation. • As I stated in the meeting on Friday, due to the reporting changing again, some of these issues may not be applicable to this year's reporting. <p>Some issues that would be helpful to address and could be up for discussion for this year's reporting and going forward are:</p> <ul style="list-style-type: none"> • Important for all members of consortium to be using the same data systems for collection and reporting data. • Data collectors/reporters be given very clear instructions for data collection at the 	

	<p>beginning of the school year (July 1).</p> <ul style="list-style-type: none"> • Training on reporting for data collectors/reporters to be sure all members are collecting and reporting data the same way. (I believe this is currently being addressed). • Requirements and instructions for data collection and reporting finalized in June for the following school year that begins July 1 so data collectors and reporters have clear instruction on what is required and how it should be collected and how it will be reported at the beginning of the school year to ensure all data required is being collected for the entire school year and collected correctly. (My concern for this year is we still are not finalized on the reporting for this year and we are 7 months into the school year.) • All decisions and information on data collection and reporting in consortia meetings be communicated via e-mail to the main data person at each school after meetings to be sure we are receiving all important and pertinent information. • There may be additional issues in regards to this year's reporting that may not be known until we begin the reporting process <p>Member Comments:</p> <ul style="list-style-type: none"> • Data collection is very labor intensive. • New requirements and salaries should be factored in. • Concern from new members to CASAS regarding getting appropriate demographic info into TOPsPro need for outcomes. • Members prefer to get information sooner than later. 	
	<p>Greg Hill, Jr. shared that Diana Batista from Oxnard had an announcement.</p> <ul style="list-style-type: none"> • Diana shared that this was her last meeting as she had taken a position in Sacramento with AEBG as Director of Adult Ed Tech Support. She will be in Oxnard for 2 more weeks. Oxnard has a transitional plan for replacing her. 	
	<p><u>Motion 1</u> Motion was made by Mike Sanders to adjourn to closed session; seconded by Michele Arso. All present - Yes; Opposed - none; Motion passed. Note: Stefan invited Tom Chan to stay for closed session.</p>	
Closed session		
	<p>Closed session opened at 2:17 PM</p> <p>No Action was taken during closed session.</p>	

Motion to adjourn by Mike Sanders and seconded by Becky Beckett. All present - Yes; Opposed - none; motion passed

Meeting was adjourned at 3:07 PM