



VCAEC Regular Meeting March 6, 2020

Moorpark Adult Education

Lunch at 12:45pm | Meeting from 1:00-3:00pm

Participants:

Facilitator: Greg Hill Jr., WestEd

Recorder: Kathy Walker, WestEd

Member Representatives: Lauri Arnold (P), Michele Arso (P), Shayna Ledesma, Admin. Delegate SIMI (N/A), Becky Beckett (P), Larry Buckley (A), Holly Correa, Admin. Delegate VCCCD (P) Stefan Cvijanovich (P), Robin Gillette (P), Kathy Greaves (P), Alan Pennar (P), Mike Sanders (Chairperson) (P), Carolyn Vang-Walker (P)

Guests: None

MINUTES - approved 4/3/2020

OPEN SESSION

Meeting was called to order by Greg Hill, Jr. at 1:07 pm with permission from Mike Sanders

OPENING PROCEDURES

- Welcome, Roll call and request for speaker cards

PUBLIC COMMENTS

- No public comments

CONSENT AGENDA

- Approval of Minutes from 1/24/2020. Will bring minutes back at April meeting with revisions. No action was taken

CORRESPONDENCE / EVENTS CALENDAR (*member due dates)

- **March**
 - Mar 31: Member Expenses Q2 – certified by Mike Sanders in NOVA for Consortium
 - Mar 31: End of Q3
- **April**
 - April 30: *Q3 Student Data due in TOPSPro
- **May**
 - May 2: CFAD Due

ANNOUNCEMENTS / PROJECT UPDATES

- **Consortium By-Laws.** Bylaws approved by all members 2/24/2020 (Electronic Vote)
- **CASAS Summer Institute.** CASAS is the organization responsible for overseeing data collection for WIOA and CAEP and the developer of TOPSPro. The CASAS

- ☐ KW will send registration information to members

Summer Institute is held annually and provides valuable information on new features and reporting requirements. The Consortium will subsidize up to two participants per member agency. Registration is currently open.

DISCUSSION

- **Consortium Communications.** Greg and Mike emphasized the importance of being responsive to communications and requests by Consortium support staff. If members are not poised to respond at the time, it is requested that they minimally acknowledge that messages have been received and provide a timeframe for when they will respond more fully.
 - **CAEP Funding Delays.** Discussion of persistent delays of CAEP funding. The consensus among members that the consortium to all legislators that represent any part of Ventura County. Greg will write a draft and has asked for examples of impact from member agencies to inform the draft.
 - **Review of Q2 NOVA Expenditure Reporting.** VCOE is in the decision-making process around offering uniquely-abled to adults. GH noted that the North Orange County Consortium has many strategies designed to support ASD students. GH will confirm and coordinate contact with NOCRC individuals overseeing these programs.
 - **Work Readiness Curriculum and Committee.** Discussion of Work Readiness Committee efforts around identifying a shared curriculum/certification among members. Committee members shared that they had reviewed several curricula and determined that none met the needs of students across K12, AE, and CC. Members also shared information on the work readiness curricula in place at their agencies. Former VCCCD representative had been working on developing a rubric that could be approved by the Consortium and that members could use to guide decision-making on curricula, though since her departure progress has stalled. The importance of aligning to WDB strategic plan was also discussed. The consortium will continue the discussion at the April meeting.
 - **Consortium Data Review – Part 1.** Brief discussion of core questions and data sources for consortium data review. GH emphasized the importance of identifying these to ensure data analysis and discussion are focused on consortium priorities. The consortium will continue the discussion at the April meeting.
- ☐ Agencies should send examples of the impact on their programs issuing from delays in funding to KW
 - ☐ GH will draft consortium letter
 - ☐ GH will connect Lauri with NOCRC ASD strategy leads
 - ☐ KW/GH will add Work Readiness topic to the April agenda
 - ☐ KW/GH will add Consortium Data Review topic to the April agenda

Motion 1

Motion to move to closed session by Michele Arso second by Mike Sanders.
All present - Yes; opposed - None.

Agenda moved to closed session at 2:23.

Note: Robin Gillette was not present during closed session

CLOSED SESSION

Report Of Action Taken During Closed Session

The Board voted to end its support for the county-wide job developer strategy/position currently being administered by VCCCD on behalf of the consortium after June 30, 2020.

Meeting Adjourned at 3:13 pm.

