



VCAEC Regular Meeting Minutes

February 4,

Virtual Meeting

Meeting from 1:00 pm - 3:00 pm

Participants:

Facilitator: Greg Hill, Jr., WestEd

Recorder: Kathy Walker, WestEd

Member Representatives:

Sean Abajian (P); Laurie Arnold (P), Marty McGrady, Admin Del. VCOE (P); Robin Gillette (P); Kathy Greaves (P); Amber Henrey (A), *Andrea McNeill, Admin Del. Fillmore (A); Cynthia Herrera (A), Holly Correa, Admin. Del. VCCCD (P); Alex Mejia-Holdsworth (P); Alan Penner (P); Mike Sanders (P) Diana Batista, Admin. Del. Conejo (NA); Carolyn Vang-Walker (P)*

Guests: Alex Renteria, Goodwill, Antonio Apodaca, Manager, Ventura County Outreach and Literacy

Meeting Called to order at 1:04 PM by Greg Hill, Jr. with the approval of Mike Sanders, VCAEC Chair

OPENING PROCEDURES

- Share VCAEC Norms - Alan Penner
- Welcome and introductions; each member introduced themselves

PUBLIC COMMENT

- None

GENERAL ANNOUNCEMENTS / UPDATES

- **WDB Share-Out.** Carolyn shared that the MOUs with AJCC need to be signed off by all members before they can go to the County Board of Supervisors for approval. Also discussed the Good Job Challenges Grant designed to create pathways in IT. Carolyn also invited members to attend the Manufacturing Round Table scheduled for February 25th, the purpose of which is to hear about workforce needs in order to develop manufacturing training programs and develop the local workforce. Panelists include Rebecca Evans, Executive Director WDB; Bruce Stenslie, President & CEO Economic Development Collaborative; and Dr. Cynthia Herrera, Vice-Chancellor of Institutional Effectiveness VCCCD. Carolyn also shared the WDB Grant dashboard shows grants that are being supported and that the Disability Accelerated Grant, discussed in previous meeting, has 22 students enrolled.
- **Mission Services Program Overview.** Presentation by Alex Renteria, Goodwill Industries of Ventura and Santa Barbara Counties on [various initiatives in the County](#). These include **Ventura County Youth Careers** (training and supportive services to individuals age 14 to 24 facing system barriers to employment or education), **Department of Rehabilitation Services** (work-readiness training and placement for students aged 16-21; also provides placement to adults with disabilities upon referral from DOR), **National Dislocated Workers** (placement and OJT cleaning up and restoring areas affected by the Woolsey Fire; also assists with

formal training such as truck driving or CNA), among several others (2nd Chance Re-entry Program, Calfresh Employment and Training, Expanded Subsidized Employment (ESE); Operation GoodJobs 4.0, SB1 High Roads Construction Initiative, Dislocated Youth Worker Innovation Challenge (DYWIC), and Goodwill Classroom). Members can reach out if they would like brochures to display at their locations or to coordinate in other ways.

CONSENT AGENDA

- Approval of VCAEC Minutes, 1/7/2022

Motion 1

Motion to approve the consent agenda

Motion by Sean Abajian

Second by Mike Sanders

All present - Yes | Opposed - None | Motion Passed

DISCUSSION

See also agenda ([slideshow](#)).

- **Reauthorization of Teleconferenced Meetings Pursuant to AB361.** After discussion it was decided that VCAEC would approve a re-authorization 2/4/2022-3/4/2022, stating that due to the COVID-19 VCAEC would continue to hold virtual meetings for the next 30 days.

Motion 2

Motion to reauthorize teleconferenced meetings pursuant to AB361

Motion by Alan Penner

Second by Sean Abajian

All present - Yes | Opposed - None | Motion Passed

- **CAEP Preliminary Allocations Released.** Discussion of [preliminary allocations for 2022-23 and 2023-24](#). VCAEC 2022-23 allocation is estimated to be \$16,988,483 (COLA=\$85,194). Also discussed [estimated increases by member agency](#).
- **CASAS Summer Institute 2022.** CASAS Summer Institute will be held both in-person and via hybrid formats. Costs differ depending on type.
 - In-person Registration – \$680
 - Virtual Registration – \$500
 - In-person Lab Fee – \$80 each

Members may register here: [Registration Link](#)

Motion 3

Motion to continue the policy consortium level funds to pay for 2 people per agency to attend the CASAS Summer Institute.

Motion by Alan Penner
Second by Mike Sanders
All present - Yes | Opposed - None | Motion Passed

- **2021-2022 Annual Plan Check-up.** Discussion of Status of Annual Plans by members.
 - Carolyn shared that **VACE** is participating in Professional Development, Ethnic and Social Justice Panels offered through VUSD and continues to leverage Pell Grants, HEERF for CTE participants virtually eliminating most fees. Carolyn also reported VACE is on target for Annual Plan, though ESL, Math Success program, IET, Computer Literacy classes at the various elementary schools will be pushed from Fall to Spring due to COVID. She also noted having difficulty finding certificated instructors for ESL/HSD programs and Food Services/Hospitality at TRJ. 2020-21 CPL - 86%, 96%, 100%
 - Mike shared that **Conejo** will be expanding their IELCE, opening up caregivers program with no charge. Also planning to add Physical Therapy Aide and Computers class, in addition to writing the curriculum for a custodial class.
 - Alan shared that for **SICE**, annual plan goals were based on their WASC goals and that they are making progress. The construction trade center has moved to the architectural stage, and SICE is considering establishing a temporary facility to get the pathway rolling while the construction Trade center is being completed. They are getting an instructor and advisory consultation in place now as they continue the design. Additionally, SICE is investing in marketing to help improve enrollment.
 - Holly shared that **VCCCD** continues to provide programming in CAEP areas and looks to partner with adult schools where possible.
 - Kathy Greaves noted that **Oxnard** has moved to a new location, which has reduced the number of available classrooms from 24 to 13. ESL programs are being provided to 4 area high schools in the evenings. All other programs have been launched and Oxnard is working to increase HiSET completion rates. Additionally, Oxnard has established a rideshare program and has been providing free transportation to the new Solar Street location.
 - Alex shared that **Ojai** lost ground during COVID and was only able to offer HSD and ESL classes. They are looking to rebuild their programs and are starting with Spanish for the workplace and will relaunch basic computer skills and Abriendo Puertas this Spring. Ojai is also looking to establish partnerships with community members and is joining the Chamber of Commerce.
 - Robin shared that COVID revealed gaps in Santa **Paula's** ability to provide services. Santa Paula plans to rebound, expanding programs to include beginning computer literacy both on campus and at area elementary schools. Robin noted that due to the movement of students, they realized they don't have accurate contact information to keep in contact with all of their students. Finally, Santa Paula is looking to expand the program at Grace Thille Elementary school.
 - Sean shared that **Moorpark** is on track to add partnerships with local manufacturers and grow its HSE programs, providing vouchers for practice and actual assessment. Sean also reported expanding marketing efforts to the local community and sending out mailers to all households in Moorpark. Finally, Moorpark is looking at opening a custodial training program and also supporting the K-12 HR department with training for position openings.

- **Consortium Three-Year Planning.** Discussion of next steps for three-year plan development, particularly, identifying perspectives on program quality and gaps in services. Stakeholders identified included students, faculty, staff and WDB and employers. Methods included focus groups with students and surveys with faculty and staff, as well as focus groups with the WDB. Outreach to employers might leverage member relationships with industry partners, such as advisory committees. Carolyn noted that advisory committees are supportive and would respond to questions. Gathering information about employee perspectives on students' readiness would be especially valuable. Greg will develop a plan for members to consider.

- GH will develop timeline and approach for three-year plan

ROUND TABLE DISCUSSION

- **EDC Digital Upskilling Initiative.** Greg shared information about the EDC Digital Upskilling Initiative. Initiative is sponsored by Assemblymember Jackie Irwin, and is designed to improve digital literacy and create pathways into technology careers. Initiative is based on a pilot [program in Sacramento](#). The Ventura program is still in the design phase, but plans to implement a similar model where participants will receive a laptop and funding (est. at \$600 weekly) for 9 weeks to train in a specific pathway leading to certifications in IT and support for job placement. Ventura program is designed as a 3-tier program that would tap adult schools to provide the entry-level digital literacy training, possibly developing new curriculum to support stackable credentials across levels. Partners include Cal State Channel Islands will provide the tier 3 high level. Greg is in conversation with EDC and program management and will coordinate to share information as program, timeline, and needs are shored up.

Motion 4

Motion to adjourn the meeting.

Motion by Alex Mejia-Holdsworth

Second by Mike Sanders

All present - Yes | Opposed - None | Motion Passed

Meeting adjourned at 3:08 pm