



VCAEC Regular Meeting
Minutes - Approved 12/2/2022
September 9, 2022
Meeting held via Zoom
Meeting from 1:00 pm - 3:00 pm

Participants:

Facilitator: Greg Hill, Jr., WestEd

Recorder: Kathy Walker, WestEd

Member Representatives:

Sean Abajian **P**; Leticia Carabajal **P** (Ramona Villavicencio, Admin Del. Oxnard); Robin Gillette **P**;
Amber Henrey **P**(*Andrea McNeill, Admin Del. Fillmore N/A*); Dr. Cynthia Herrera **A**; Laurie Lary **P** (Marty
McGrady, Admin Del. VCOE N/A); Alex Mejia-Holdsworth **A**; Alan Penner **P**; Mike Sanders **P**; Carolyn
Vang-Walker **P**

Invited Guest: Mark Sheinberg

Meeting Called to order at 1:05 PM by Greg Hill, Jr. with the approval of Mike Sanders, Chair

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<p>OPENING PROCEDURES</p> <ul style="list-style-type: none">• Norms read by Read by Leticia Carabajal• Welcome - All participants and guests introduced themselves• Roll Call <p>PUBLIC COMMENT</p> <ul style="list-style-type: none">• None <p>GENERAL ANNOUNCEMENTS / UPDATES</p> <ul style="list-style-type: none">• WDB Share Out - Carolyn Vang-Walker. WDB approved Teleconferencing for their meetings and ratified the application For Prison to Employment (P2E) Grant. Total available funding amounts to ~\$19M. The WDB will be seeking \$1M to help formerly incarcerated people get into employment. <p>Additionally, WDB will be partnering with CET ON AB 628 Breaking Barriers to Employment Initiative. The initiative aims to ensure that individuals from target populations receive the necessary supplemental, supportive, remedial, and wraparound services they need to successfully enter and succeed in the workforce or educational training programs.</p>	

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Carolyn also shared that the WDB is working to lower WIOA performance goals for the 2022-23 academic year and that WDB will be presenting at the Meeting of the Minds conference at the end of September.

Finally, the WDB will be hosting four Round Table discussions:

- 9/2 - ICT
- 9/16 - Health
- 9/23 - Clean Green
- 10/7 - Manufacturing

Meetings are open to the public and members are encouraged to attend.

- **Ventura Digital Upskilling Initiative - Laurie Lary.** VCOE and the EDC have been coordinating on a contract for leading curriculum development of the VDU initiative. Laurie reported standards have yet to be developed and the question of what devices are needed remains unresolved. The target pilot date is late October or early November. Members noted that in addition to other wrap-around services or supports, childcare/babysitting may be warranted.

- KW will send Laurie Lary the latest document itemizing with programs / classes from agencies

CONSENT AGENDA

- Approval of VCAEC Minutes, 8/12/2022
- CASAS Summer Institute 2022 reimbursement - Ojai AE, A. Mejia-Holdsworth, \$1,698.00
- Approval of Cynthia Frutos, Administrative Delegate for Fillmore Adult School
- Approval of Sean Bell, Administrative Delegate for VACE

Motion 1

Motion to approve the Consent Agenda.

Motion by Sean Abajian; Seconded by Mike Sanders

All present - yes | Opposed - none | motion passed

DISCUSSION

See also agenda ([slideshow](#))

- [Teleconferenced Meetings Pursuant to AB361](#) - Continue Virtual meeting or meet face-to-face?

Motion 2

Motion to continue for 30 days Virtual Teleconference Meetings
 Motion by Robin Gillette; Seconded by Leticia Carabajal
 All present yes | opposed - None | Motion passed

Note: Cynthia Herrera and Alex Mejia-Holdsworth were not present for this vote.

- [2021-2022 Q4 Expenditures](#). Members discussed 2021-22 Q4 expenditures, carryover, and action plans. Robin shared difficulty finding a qualified teacher for her ESL program; Amber indicated Fillmore may be able to lend support in this area.
- [Draft 2022-2023 Annual Plan](#). Discussed 2022-23 draft plan, with a specific focus on soliciting member agency accomplishments and approach to expending carryover funds.
- **Defining and Reporting Short-Term CTE**. Discussion of how to define short-term CTE and when / how to record / code it in TOPSPro Enterprise. [Alan reached out to CAEP TAP to try to resolve the question](#). Greg shared that, in general, short-term CTE programs are designed to be completed in 1 yr or less and lead to a postsecondary / industry-valued certificate (or are equivalent rigor and duration as programs leading to such). Typically they consist of a sequence of courses or modules. Likewise, in some cases, industry-focused, stand-alone classes/courses designed to help workers advance in their jobs may qualify as well. Reporting enrollments in one-off classes/courses as CTE may negatively affect performance outcomes.

ROUND TABLE / OPEN DISCUSSION

- **Recruiting Qualified Teachers**. Discussion on ways the Consortium might support each other in recruiting qualified teachers. Sean thanked Laurie for starting an ad-hoc committee to address this. The credentialing requirement, process, and cost may be prohibitive. This led to a discussion of whether CAEP funds may



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be used to subsidize credentialing fees. The consensus among members is that paying credentialing fees amounts to gifting of public funds, and therefore, is not allowable by law. CAEP funding may be used to pay for teacher training / professional development. Stipends may also be provided. One member noted there may be shared benefit to initiating a shared campaign to recruit teachers, particularly in ESL.

Motion 3

Motion to adjourn meeting
Motion by Leticia Carabajal; Seconded by Mike Sanders
All present - Yes | Oppose - none | Motion passed

Note: Sean Abajian, Cynthia Herrera, and Alex Mejia-Holdsworth were not present for this vote.

The meeting adjourned at 3:02

- Teacher credentialing will be added as a discussion topic at a future meeting