



**Minutes of the Ventura County Adult Education Consortium
Regular Meeting**

Friday, January 11, 2019 1:00 PM

Ventura County Community College District, Camarillo

PARTICIPANTS

Member Representatives: M. Arso (p), S. Ledesma, Admin Delegate for M. Arso (n/a), B. Beckett (p), S. Cvijanovich (p), R. Gillette (p), K. Greaves (p), T. Morse (a*), M. Sanders (VCAEC Chair (p), C. Vang-Walker (p), M Winters (p), A. Wright (p)

*T. Morse - Tiffany joined the meeting via conference call at 2:17pm.

GUESTS: Ned Branch, Santa Paula Library, Mark Sheinberg, SICE

Facilitator: Greg Hill Jr., Wested

Recorder: Kathy Walker, Wested

MINUTES

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

OPENING PROCEDURES

- Welcome and request for speaker cards
- Roll Call - members introduced themselves

PUBLIC COMMENTS

- **No public comment**

CONSENT AGENDA

- Approval of minutes from 12/7/18
- Approval to pay expenses for the Launch Board training in Anaheim, Nov. 29, 2018 for the following participants:
 - Becky Beckett, Ojai (\$116.65)
 - Tom Chan, Fillmore
 - Sharon Padovick, Simi Valley (\$68.40)
 - Mark Sheinberg, Simi Valley (\$61.04)

Motion 1

Motion to approved Minutes from 12/7/18 and to pay expenses for Becky Beckett, Tom Chan, Sharon Padovick and Mark Sheinberg for attending the Launch Board Training 11/29/18.

Motion by Carolyn Vang-Walker; Seconded by Mike Winters
all present yes (Robin and Tiffany are not present for this vote); opposed - none;
motion passed.

DISCUSSION

- **VCAEC WDB representative** - with Roger Rice becoming the new Superintendent for VUSD - member consensus is that Carolyn Vang-Walker would continue as the WDB representative for VCAEC and try to become the Adult Education Representative to replace Roger Rice on the Workforce Development Board. Alix will try to get this on the WDB upcoming agenda.
- **CASAS Data** - Greg shared that all CASAS data from previous years is now available on the VCAEC Website
- **Work Readiness Curriculum Committee update**
 - Hoping to see the timeline soon. Alix will create a draft rubric. Work Readiness program, with rubric and standards presented to Consortium by

☐ Next meeting of the Work Readiness committee will be scheduled for the second week of February. Alix will send to Kathy info for evite.

April. Big Marketing push will be planned by Alix with input and help from VCAEC.

- Plan to pilot program during the summer with implementation in the Fall.

- **Carryover Policy / Funding Discussion (incl. Proposals)**

Reminder that VCAEC consists of skilled professionals looking to help each other as we look at carryover. Proposals must be specific with actual or estimated funding amount listed. Discussion of current proposals, submission form, and potential sources of funding, particularly extant member carryover. Proposal form is for two purposes.

1. When changing member plan mid-year
2. Requesting additional funding for one-time purpose

Carryover

Future allocations will not be affected by release of member agency funds, whether carryover or otherwise. Agencies with continued carryover from year to year may warrant discussion and support to ensure funds are expended in a timely manner. Additional proposals to be submitted prior to next meeting. Additional topics include:

- **Moorpark** - still building program, however Mike feels like some portion of the carryover can be used by VCAEC
- **Ojai** - \$25,000 of 2017-18 carryover to go to Consortium for redistribution for one-time projects
- **Santa Paula** - Greg and Mike meeting with Santa Paula Monday, 1/14/19 to discuss programs and what funds might be available for redistribution.

Motion 2

Motion to approve VCOE's added strategy for the VC Uniquely-abled Program, one-time funding in the amount of \$59,940.

Motion by Mike Sanders; Seconded by Mike Winters;

All members present* - Yes; opposed - none; motion passed

*Note: Tiffany Morse was present via conference call for vote.

Motion 3

Motion to adjourn.

Motion by Becky Beckett; seconded by Michele Arso

All members present - yes; opposed - no; motion passed

Meeting adjourned at 3:15 pm

□ Next VCAEC regular meeting, members should bring their info for Budget bill requirement. Share how you came to your numbers - due in NOVA 2/15/19