



## Minutes VCAEC Regular Meeting

February 1, 2019

Oxnard Union High School Adult School  
Lunch at 12:45pm | Meeting from 1:00-3:00pm

### **Participants:**

**Facilitator:** Greg Hill Jr., WestEd

**Recorder:** Kathy Walker, WestEd

**Member Representatives:** Michele Arso (P), Shayna Ledesma, Admin. Delegate SIMI (n/a), Becky Beckett (P), Stefan Cvijanovich (P), Robin Gillette (P), Kathy Greaves (P), Tiffany Morse (a), Mike Sanders (Chairperson) (P), Mike Winters (P), Alexandria Wright (a), Carolyn Vang-Walker (P)

**Guests:** Ned Branch and Nancy Schram-Ventury County Library, Mark S.-SICE, Holly Correa-VCCCD, Tom Chan-Fillmore

### **MINUTES**

Meeting was called to order by Greg Hill, Jr. at 1:10 PM.  
Greg announced that Mike Sanders would be a little late.

#### **OPENING PROCEDURES**

- Welcome and request for speaker cards
- Roll Call - Members and guests introduced themselves.

#### **PUBLIC COMMENT**

- Nancy Schram, Director of Ventura County Library System, introduced herself and gave information regarding programs and partnerships that the Library System has available. They would like to partner with VCAEC members, as their goal is to help wherever they can. Nancy indicated that one area they might be able to partner with VCAEC is with their mobile Library that has computers and wifi available in the mobile unit.

#### **CONSENT AGENDA**

- Approval of Minutes from 1/11/19

#### **Motion 1**

Motion was made by Michele Arso and seconded by Becky Beckett to approve the minutes from 1/11/19 meeting.

All present - Yes (Robin Gillette was not present for this vote); opposed - none;  
motion passed

#### **DISCUSSION**

- **2018-19 Funding Proposals.** Item was moved to first item for discussion, as Carolyn Vang-Walker would need to leave by 2:00 PM. Members presented proposals to board. It was determined that VCAEC would be able to fund all submitted proposals with the exception of those requesting professional development funds. Instead, the consortium would

review remaining funds and determine an equitable approach to providing shared PD opportunities and specifically related to CASAS training and conference attendance.

### **Motion 2**

Motion was made to use half of the remaining Data and Accountability money (\$150,000) held by consortium for a WestEd contract to support VCAEC data and data analysis for VCAEC members.

Motion by Mike Sanders and seconded by Becky Beckett  
All present, Yes; Opposed, none; motion passed

### **Motion 3**

Motion to accept all proposals presented, excluding the proposals from Oxnard and SICE related to CASAS summer institute and professional development. All proposals are for one-time funding allocations only.

- Fillmore - CTE and Community Services Program Expansion (\$98,000)
- Oxnard - Spanish in the workplace (\$3,980); General Increase to cover incurred union negotiated pay raise (\$51,306); Collaboration with Oxnard Elementary District (\$17,860); Computer Business Applications for Work Readiness (\$3,980)
- SICE - Planning and Piloting for IET Manicuring (\$30,000); Developing Online ESL Courses (\$20,000); Machine Technology IET Program Support (\$8,000); GED Support (\$5,000); Distribution for Support of VC CALWORKS (\$500)
- VACE - Expansion of K-12 Math Success Program (\$15,000); LED Lighting Upgrade for CTE / TDC Television Studios (\$64,000)
- VCCCD - IET Caregiving Program (\$88,400); IET Residential Building Program (\$27,800)

Motion by Mike Sanders and seconded by Mike Winters  
All member present - Yes; Opposed - No; Motion passed

### **Motion 4**

Motion to approve an equitable approach to allocate funds to attend professional development training for CASAS summer institute.

Motion by Kathy Greaves and seconded by Becky Beckett  
All members present - Yes (note-Carolyn Vang-Walker was not present for this vote); Opposed - No; Motion passed

- **Carryover Funds Update.** Moorpark was asked if they have an amount that they may be able to give to the consortium for proposals. Mike indicated that he thought the amount would be approximately \$50,000. He will let us know next week once it is confirmed with his financial department.
- **Legislative Budget Bill Reporting.** Kathy Walker shared that the AEP Program Area NOVA report is due February 15th. We will need everyone to complete their NOVA entry by February 14th, so that Mike can certify on the 15th. Additionally, an issue was discovered with CASAS AEP Program Hours Report. The report is duplicating hours. It is supposed to be fixed by next week. Members discussed whether to provide scheduled program hours or actual student instructional hours. The webinar indicated that the report is asking for actual student

☐ GH/KW will establish an equitable approach to providing shared professional development training

☐ Kathy to send link to watch Webinar for Budget Bill Required Program Area report.

instructional hours. Kathy suggested that all members watch the webinar to ensure consistency and accuracy of reporting

- **Three-Year Planning Approach.** Discussion of possible timeline and approach to developing three-year plan.
  - Would like to have plan draft complete by April 5th VCAEC meeting for member edits and to post draft on the website by April 19th for open comment until May 3rd. Responses would be posted by May 13. Public invited to May 3rd meeting to comment.
  - Goal is to grow consortium as a whole, and there appeared to be consensus that the growth is happening primarily through the small agencies. Kathy Greaves, on the other hand, felt there were still areas for growth in Oxnard, Rio and Port Hueneme areas.
  - It was decided to add Feb. 8 to planning schedule. All Planning meetings are held at VACE.

**Motion 5**

Motion to adjourn was made by Mike Winters and seconded by Michele Arso.

All present - Yes (Carolyn Vang-Walker was not present at this time); opposed - no; motion passed

Meeting adjourned at 3:18 PM