

VCAEC Regular Meeting Minutes

Feb 27, 2026

Ventura Adult & Continuing Education
5200 Valentine Rd.
Ventura, CA 93003
1:00 PM - 3:00 PM

Participants:

Facilitator: Greg Hill Jr., WestEd

Recorder: Isabella Cisneros, WestEd

Member Representatives: Sean Abajian **P** (Consortium Chairperson), Scott McNutt **P** (Consortium Co-Chairperson) (Sean Bell **P**, Admin Delegate, VACE), Eric Saavedra **P** (Jenny Cardona **P**, Admin Delegate, Oxnard), Cynthia Herrera **A** (Brenda Acomb Forbes **P**, Admin Delegate, VCCCD), Blanca Mendieta **P** (Isaac Huang **A**, Admin Delegate, Fillmore), Marty McGrady **A**, Alex Mejía-Holdsworth **P**, Stacy Cashman **A** (Mark Sheinberg **P**, Admin Delegate, Simi), Gina Ramírez **A** (Miguel Magaña **P**, Admin Delegate, Santa Paula), Jason Klinger **A**

Guests: Chari Farías, Counseling Dept Lead, Oxnard Adult School; Melissa Johnson, Director of Dual Enrollment, VCCCD; Tim Fontenette, Dean of CTE, Oxnard College; Sandra Jennings, CTE Program Development, VACE

Meeting Called to order at 1:06 PM by Greg Hill Jr. with permission of Sean Abajian

MINUTES **OPEN SESSION**

ROLL CALL AND WELCOME

- Roll Call

PUBLIC COMMENT

- Sandra Jennings from Ventura County Leadership Academy announced a Senior Day community event taking place on March 21. Flyers were distributed, and members were encouraged to share the information with seniors in the community.

Isabella to distribute digital flyers to members.

GUEST SPEAKER

- **Michael Albers, Ventura County Public Defender's Office.** Michael provided an overview of the office's services, including criminal defense, immigration support, record clearing, and community legal resources. He discussed efforts to assist non-citizens navigating the criminal justice and immigration systems, shared information about outreach programs and legal

clinics available to the community, and addressed questions related to immigration enforcement and its potential impact on schools and students.

GENERAL ANNOUNCEMENTS / UPDATES

- **Consortium Chair’s Report.** Sean’s report included an update on a revised agreement with the Ventura County Transportation Commission to implement an opt-in, data-sharing model for the adult student free transit program, with further discussion to follow. He also shared that letters of support were received from all three local colleges and Steve Bennett for the ELL Healthcare Pathways grant.

Additionally, Sean reported participating in a regional advanced and precision manufacturing strategy session through California Jobs First, highlighting opportunities for greater consortium engagement.

- **Workforce Development Board Reps Update.** Scott shared information regarding a regional economic overview report and ongoing program initiatives, including the mobile “Work on Wheels” unit to expand access to job and career services. Blanca highlighted the unit’s local availability and noted its potential use at community events.
- **Marketing Activities Updates.** Greg reported that the consortium one-pager is in its final stages and will be shared with members soon. He also encouraged submissions for the upcoming newsletter.
- **Spring Break Calendars (April F2F).** Due to spring break scheduling conflicts, the next board meeting was rescheduled to March 27.

CORRESPONDENCE / EVENTS CALENDAR

- Greg reviewed upcoming deadlines and key events, emphasizing the importance of timely submission of member expenditure reports.
 - Due Dates
 - 25/26 Member Expense Report (Q2) — **Mar 1**
 - ELL Healthcare Pathways Grant Round 3 Application — **Mar 18**
 - 3rd Bi-Annual Expenditure & Progress Report for ELL FY 24-25 — **Mar 31**
 - 25/26 Member Expense Report (Q2) Member Expense Report certified by Consortia in NOVA * — **Mar 31**
 - Student Data due in TOPSpro (Q3) — **Apr 30**
 - Employment & Earnings Follow-up Survey — **Apr 30**

Sean to provide updates on the free transit program.

Greg and Isabella to finalize and distribute the consortium fact sheet.

Isabella will reschedule the next board meeting.

Members to submit required expenditure reports.

- Key Conferences
 - CAEAA Conference – **Feb 11–13**
 - CCAE State Conference – **Apr 30–May 2**
 - CASAS Summer Institute – **Jun 15–18**
- Professional Development Opportunities
 - OTAN Webinars, various online sessions – **Feb–Jun**
 - Technology & Digital Learning Symposium – **Mar 6–7**

CONSENT AGENDA

Motion 1

- Motion to approve minutes from Feb 6, 2026 by S. Abajian
Seconded by M. Sheinberg
All present Yes | Motion passed

DISCUSSION

- **ELL Healthcare Pathways Application.** Greg and Sean reviewed the ELL Healthcare Pathways Grant Round Three application, highlighting the new requirement for a Center for Innovation and Impact and key elements including integrated instruction, student support, professional development, and data tracking.

Board members discussed strategies to strengthen partnerships with employers, community colleges, adult schools, and the Workforce Development Board, as well as opportunities to ensure sustainability, align shared data, and create seamless pathways from adult school to post-secondary education and employment.

Isabella to schedule next grant planning session.

Isabella to send the information collection workbook to all members for submission.

Round Table Discussion

- Greg invited members to share recent updates and highlights:
 - **Regional Collaboration & Program Development.** Eric highlighted ongoing collaboration between Oxnard Adult School and Oxnard College, including the development of new healthcare pathways, expanded use of Canvas to support student transitions, and strategies to improve student support and track outcomes.

Brenda acknowledged strengthened regional collaboration across adult schools, community colleges, and workforce partners. Additional updates included announcements of new program developments at Oxnard College and Moorpark College.

Meeting adjourned at 3:03 PM. The next meeting will be held at Simi Institute for Careers & Education.