

## Steering Committee Agenda

Monday, January 12, 2026

1:00 pm to 3:00 pm

Mt. SAC Heritage Hall (across the street from Building 40)

Meeting Folder: [https://drive.google.com/drive/u/0/folders/1merBLR3P6\\_onTzXz-0EjL7KprB\\_ekl78](https://drive.google.com/drive/u/0/folders/1merBLR3P6_onTzXz-0EjL7KprB_ekl78)

<b>Baldwin Park</b> <input type="checkbox"/> Veronica Valenzuela <input type="checkbox"/> Andrew Stager	<b>Covina Valley</b> <input type="checkbox"/> Ryan Maddox <input type="checkbox"/> Sita Rampershad	<b>Pomona</b> <input type="checkbox"/> Miguel Hurtado <input type="checkbox"/> Luis Rodriguez <input type="checkbox"/> Jennifer Ramos	<b>Consortium</b> <input type="checkbox"/> Tischel Diaz <input type="checkbox"/> Ana Ramos <input type="checkbox"/> Denise Lieu
<b>Bassett</b> <input type="checkbox"/> Adder Argueta <input type="checkbox"/> Angel Villalon	<b>Hacienda-La Puente</b> <input type="checkbox"/> Elbia Sarabia <input type="checkbox"/> Micah Goins	<b>Rowland</b> <input type="checkbox"/> Mitchell Brunyer <input type="checkbox"/> Ivette Alvarado Valeriano <input type="checkbox"/> Stephani Garcia	<b>Partners/guests present:</b> <input type="checkbox"/> Anne Vu (Mt. SAC) <input type="checkbox"/> Alex Martinez (C-V) <input type="checkbox"/> Yudi Acosta (PACE) <input type="checkbox"/> Adrienne Price (Mt. SAC)
<b>Charter Oak</b> <input type="checkbox"/> Ivan Ayro <input type="checkbox"/> Alayna Effinger	<b>Mt. SAC</b> <input type="checkbox"/> Tami Pearson <input type="checkbox"/> Madelyn Arballo <input type="checkbox"/> Laura Perez		

<input type="checkbox"/> Welcome & Agenda Check <input type="checkbox"/> Public Comment	<b>Approval of the minutes for 10/20/25</b> Motion to approve _____ Second _____ Vote.
<b>Objectives for the day:</b>	
1. Consortium Updates	<p><b>Upcoming CAEP Due Dates</b></p> <p><b>January 2026</b></p> <ul style="list-style-type: none"> <li>• <b>Jan 23:</b> ELL Grant R2 Budget Revision Changes due to Consortium</li> <li>• <b>Jan 31:</b> Student Data due in TOPSPro (Q2)</li> <li>• <b>Jan 31:</b> Employment and Earnings Follow-up Survey</li> </ul> <p><b>February 2026</b></p> <ul style="list-style-type: none"> <li>• <b>Feb 11:</b> ELL Grant, R2 Biannual Report Due to Consortium</li> <li>• <b>Feb 13:</b> Soft Deadline: 25/26 Member expense report is due in NOVA. (Q2)</li> <li>• <b>Feb 28:</b> Preliminary allocations for 2026-27 and 2027-28 released by this date.</li> </ul> <p><b>March 2026</b></p> <ul style="list-style-type: none"> <li>• <b>Mar 1:</b> 25/26 Member expense report is due in NOVA. (Q2)</li> <li>• <b>Mar 31:</b> End of Q3</li> <li>• <b>Mar 31:</b> 25/26 Member Expense Report certified by Consortia in NOVA (Q2)</li> <li>• <b>Mar 31:</b> ELL Grant R2 Biannual Reporting Certified in NOVA</li> </ul>

<b>2.</b> Capital Expenditures Clarification	<ul style="list-style-type: none"> <li>• Tabled to Retreat</li> </ul>
<b>3.</b> WIOA / Funding Discussion	Grant Award Notifications Received?
<b>4.</b> Consortium Event Dates	<ul style="list-style-type: none"> <li>• Fall PD Conference (Recap)</li> <li>• Adult Ed Day (Updates) <ul style="list-style-type: none"> <li>○ Tuesday, March 10, 2026, 9 am to 2 pm, Mt. SAC Summit Event Center</li> </ul> </li> </ul>
<b>5.</b> Bylaws Review and Discussion	<ul style="list-style-type: none"> <li>• Tabled to Retreat</li> </ul>
<b>6.</b> Attended Events / Conferences	<ul style="list-style-type: none"> <li>• CCCAOE</li> <li>• CCAE</li> </ul>
<b>7.</b> Member Updates	<ul style="list-style-type: none"> <li>• Around the Room</li> </ul>
<b>8.</b> English Language Learner (ELL) Grant Update	<ul style="list-style-type: none"> <li>• Final Report for R1 results</li> <li>• Round 2 <ul style="list-style-type: none"> <li>○ Where we are</li> <li>○ Reimbursements <ul style="list-style-type: none"> <li>▪ Q1 Checks sent out in December</li> <li>▪ Q2 Reimbursement Documents Due: February 20<sup>th</sup></li> </ul> </li> <li>○ Budget Revisions: <ul style="list-style-type: none"> <li>▪ Will be sent out January 13<sup>th</sup></li> <li>▪ Due back by January 23<sup>rd</sup></li> </ul> </li> <li>○ Bi-Annual Reporting <ul style="list-style-type: none"> <li>▪ Sent out by January 28<sup>th</sup></li> <li>▪ Report Due by February 11<sup>th</sup></li> <li>▪ Preliminary Numbers reviewed at the Retreat</li> </ul> </li> </ul> </li> <li>• Round 3 - Updates <ul style="list-style-type: none"> <li>○ Review Released Documents and Processes</li> <li>○ Review currently included programs</li> <li>○ Any new pathways anticipated</li> <li>○ Budget Discussion</li> <li>○ Potential Career Specialist Discussion</li> </ul> </li> </ul>

<p><b>9. Upcoming Events</b></p>	<p>Please share any upcoming events you have:  <a href="https://www.caadultedtraining.org/">https://www.caadultedtraining.org/</a></p> <p><b>1) 2025-26 New CAEP Consortium Leads and Administrator Onboarding</b>  <i>(Geared toward consortium managers, but a good overview of CAEP for agency administrators)</i>  January 14, 2026, 10:00 AM – 1:30 PM  <a href="https://www.caadultedtraining.org/CAEP/781?Type=12">https://www.caadultedtraining.org/CAEP/781?Type=12</a></p> <p><b>2) 2026 CAEAA State Conference</b>  February 11–13, 2026, San Diego, CA  <a href="http://bit.ly/4o8iE4">http://bit.ly/4o8iE4</a></p> <p><b>3) California Placement Association (CPA) State Annual Conference</b>  March 4-6, 2026, San Diego, CA  <a href="https://CPAStateConf2026.eventbrite.com">https://CPAStateConf2026.eventbrite.com</a></p> <p><b>4) OTAN Technology &amp; Digital Learning Symposium</b>  March 6-7, 2026, Seaside, CA  <a href="https://tdls.otan.us/">https://tdls.otan.us/</a>  <a href="https://tdls.otan.us/Registration">https://tdls.otan.us/Registration</a></p> <p><b>5) Mt. SAC Consortium Adult Ed Day (SAVE THE DATE. Opens January 26<sup>th</sup>)</b>  Tuesday, March 10, 2026, 9 AM to 2 PM, Mt. SAC</p> <p><b>6) ACCE Spring 2026 Annual Conference (SAVE THE DATE)</b>  March 11-13, 2026, San Diego, CA  <a href="http://www.acceonline.org/events.html">http://www.acceonline.org/events.html</a></p> <p><b>7) ELL Healthcare Pathways Southern Regional Event (Registration Opens January 14<sup>th</sup>)</b>  March 23, 2026, 9:00 AM to 3:30 PM Mt. SAC, Heritage Hall</p> <p><b>8) COABE National Conference</b>  April 12-15, 2026, Indianapolis, IN  <a href="https://www.coabe.org/coabe-2026">https://www.coabe.org/coabe-2026</a></p> <p><b>9) Allied Health Collaborative (SAVE THE DATE)</b>  April 18, 2026, Los Angeles, CA  <a href="https://laraec.org/">https://laraec.org/</a></p> <p><b>10) CCAE State Conference</b>  April 30-May 2, 2026, San Diego, CA  <a href="https://www.ccaestate.org/2026-conference.html">https://www.ccaestate.org/2026-conference.html</a></p>
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**11) CASAS Summer Institute (Registration Opens January 12<sup>th</sup>)**

June 15-18, 2026, Garden Grove, CA

<https://www.casas.org/training-and-support/SI>

**10. Future Meetings****Steering Committee Meetings  
2025-26**

3rd Monday of the Month 1:00 PM – 3:00 PM

Month	Dates	Location
January	1/12/2026 <i>1/19/2026</i>	Mt. SAC-Heritage Hall <i>No Meeting – Holiday</i>
February	2/18/2026 <i>2/16/26</i>	Steering Committee Retreat Mt. SAC 40-126
March	3/16/2026	Mt. SAC 40-140
April	4/20/2026	Mt. SAC 40-140
May	5/18/2026	Mt. SAC 40-140
June	6/15/2026	Mt. SAC 40-140

**11. Next  
Steps/Assignments**

- Work on your ELL Round 2 Documents
- Strategize with your teams regarding ELL Round 3
- Come prepared to discuss your agency's progress on your CAEP annual plan strategies, as we will conduct a check-in at the meeting to lay the foundation for the next annual plan.

**12. Adjourn**

Next Meeting:  
Steering Committee Retreat  
Wednesday, February 18, 2026,  
8:30 AM to 1:30 PM