

## Steering Committee Agenda

**Monday, July 21, 2025**

1:00 pm to 3:00 pm

Mt. SAC SCE Bldg. 40 – Room 140

### Meeting Folder:

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|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|
| <b>Baldwin Park</b><br>__Veronica Valenzuela<br>__Andrew Stager                     | <b>Covina Valley</b><br>__Ryan Maddox<br>__Sita Rampershad                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>Pomona</b><br>__Miguel Hurtado<br>__Luis Rodriguez<br>__Monique Cardenas          | <b>Consortium</b><br>__Tischel Diaz<br>__Ana Ramos<br><br><b>Partners/guests present:</b> |
| <b>Bassett</b><br>__Adder Argueta<br>__Angel Villalon                               | <b>Hacienda-La Puente</b><br>__Gregory Buckner<br>__Micah Goins                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>Rowland</b><br>__LaToya Brown<br>__Ivette Alvarado Valeriano<br>__Stephani Garcia |                                                                                           |
| <b>Charter Oak</b><br>__Ivan Ayro<br>__Alayna Effinger                              | <b>Mt. SAC</b><br>__Tami Pearson<br>__Madelyn Arballo                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                      |                                                                                           |
|                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                      |                                                                                           |
| ____ <b>Welcome &amp; Agenda</b><br>____ <b>Check</b><br>____ <b>Public Comment</b> | <b>Approval of the minutes for 6/16/25</b><br><b>Motion to approve_____Second_____Vote.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                      |                                                                                           |
| <b>Objectives for the day:</b>                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                      |                                                                                           |
| <b>1. Consortium Updates</b>                                                        | <div><b>Upcoming CAEP Due Dates</b></div> <div><b>July 2025</b><ul style="list-style-type: none"><li><b>Jul 15:</b> Student Data due in TOPSPro (Q4) FINAL</li><li><b>Jul 21:</b> Vote Approval for 2025-26 Annual Plan</li></ul></div> <div><b>August 2025</b><ul style="list-style-type: none"><li><b>Aug 15:</b> Annual Plan for 2025-26 due in NOVA *</li><li><b>Aug 15:</b> <u>Soft Deadline</u> 23/24- and 24/25-Member Expense Report due in NOVA (Q4)</li><li><b>Aug 15:</b> ELL Grant Outcomes Templates (R1 &amp; R2) due</li><li><b>Aug 15:</b> Reimbursement documents for ELL Grant, R2 due</li><li><b>Aug 18:</b> Vote to approve Allocation Amendment</li></ul></div> <div><b>September 2025</b><ul style="list-style-type: none"><li><b>Sep 1:</b> 23/24 and 24/25-Member Expense Report due in NOVA (Q4)</li><li><b>Sep 1:</b> 25/26 Certification of Allocation Amendment due in NOVA</li><li><b>Sep 15:</b> <u>Soft Deadline</u> 25/26 Member Program Year Budget and Work Plan due in NOVA</li><li><b>Sep 30:</b> 23/24- and 24/25-Member Expense Report certified by Consortia in NOVA (Q4) *</li><li><b>Sep 30:</b> 25/26 Member Program Year Budget and Work Plan due in NOVA</li><li><b>Sep 30:</b> End of Q1</li></ul></div> |                                                                                      |                                                                                           |

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| <b>2. Certification of Allocation Amendments</b> | <ul style="list-style-type: none"> <li>• Review TENTATIVE Allocations based on May Review</li> <li>• Vote to approve at the August Meeting</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>3. Member Expense Report</b>                  | <ul style="list-style-type: none"> <li>• Corrective Action Plan required if member carryover is above 40%</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>4. Annual Plan</b>                            | <ul style="list-style-type: none"> <li>• Review and Vote</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>5. Consortium Counselors Fall 2025</b>        | <ul style="list-style-type: none"> <li>• Start Dates for each school. Schedule changes?</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>6. Counseling Workgroup Meetings</b>          | <ul style="list-style-type: none"> <li>• CSS volunteer for September meeting (Need Location)</li> <li>• Rotating locations</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>7. WIOA / Funding Discussion</b>              | <ul style="list-style-type: none"> <li>•</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>8. Co-Chairs Term Discussion</b>              | <ul style="list-style-type: none"> <li>• Interim</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>9. Governance Plan Updates</b>                | <ul style="list-style-type: none"> <li>• Converted to Bylaws Draft</li> <li>• Open for comment <ul style="list-style-type: none"> <li>○ Co-Chair Selection Process <ul style="list-style-type: none"> <li>▪ Aligned with 3YP</li> <li>▪ Need 1 College Representative / 1 Adult School Representative.</li> <li>▪ Repetition clause?</li> </ul> </li> <li>○ Rewording of the alternate representative statement <ul style="list-style-type: none"> <li>▪ Should MOUs list a specific person or a position?</li> </ul> </li> <li>○ Addition of Brown Act Compliance</li> <li>○ Motion to Vote and Vote within the same meeting in emergency situations</li> </ul> </li> </ul> |
| <b>10. ELL Grant Update</b>                      | <ul style="list-style-type: none"> <li>• Request for Budget Changes R1 and R2 <ul style="list-style-type: none"> <li>○ Sent out July 16</li> <li>○ Due back July 23</li> </ul> </li> <li>• Reimbursement for R2, Q4 due August 15, 2025</li> <li>• Budget and Outcomes Template for R1 and R2 <ul style="list-style-type: none"> <li>○ Will be sent out July 31, 2025</li> <li>○ Due August 15, 2025</li> </ul> </li> <li>• Final Report for R1 TBD</li> <li>• Round 3 TBD <ul style="list-style-type: none"> <li>○ Any new pathways anticipated?</li> </ul> </li> </ul>                                                                                                     |
| <b>11. Member Updates</b>                        | <ul style="list-style-type: none"> <li>• Around the Room</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>12. Upcoming Events</b>                       | <p>Please share any upcoming events you have:<br/> <a href="https://www.caadultedtraining.org/">https://www.caadultedtraining.org/</a></p> <p><b>1) California Statewide WIOA II Network Meeting</b><br/> July 29, 2025, 1:00PM – 2:30 PM<br/> <a href="https://www.caadultedtraining.org/CASAS/8987?Type=12">https://www.caadultedtraining.org/CASAS/8987?Type=12</a></p>                                                                                                                                                                                                                                                                                                   |

|                                           | <div>2) <b>GED Conference</b><br/>August 4-6, 2025, Chicago, IL<br/><a href="https://ged.cventevents.com/event/gedconference2025/overview">https://ged.cventevents.com/event/gedconference2025/overview</a></div> <div>3) <b>GED Convenings</b><br/>8:30AM - 12:30PM, Orange (Aug 19), Los Angeles (Aug 20), Jurupa (Aug 21)<br/><a href="https://uk.eventsforce.net/scoe/frontend/reg/thome.csp?pageID=3133&amp;eventID=8">https://uk.eventsforce.net/scoe/frontend/reg/thome.csp?pageID=3133&amp;eventID=8</a></div> <div>4) <b>Los Angeles Regional Adult Education Allied Health Collaborative</b><br/>September 13th, 2025, 9:00AM-1:00PM, Los Angeles, CA<br/><a href="https://docs.google.com/forms/d/e/1FAIpQLSeKiyaQmbDnBTjpVDJHyLfs158QFXP7BjHle9c-LxYi2r5JFQ/viewform">https://docs.google.com/forms/d/e/1FAIpQLSeKiyaQmbDnBTjpVDJHyLfs158QFXP7BjHle9c-LxYi2r5JFQ/viewform</a></div> <div>5) <b>CAEP Summit 2025-Building Bridges to Success: Innovate, Integrate, Impact.</b><br/>September 24-26, 2025, Anaheim, CA<br/><a href="https://californiacommunitycolleges.cventevents.com/event/69dbe8ef-b4d0-47f1-bb3e-198767a8235d/home">https://californiacommunitycolleges.cventevents.com/event/69dbe8ef-b4d0-47f1-bb3e-198767a8235d/home</a></div> |                                           |  |  |                                           |  |  |       |       |          |        |           |                |           |           |                |         |            |                |          |            |                |          |            |      |         |         |         |          |         |                                           |       |           |                |       |           |                |     |           |                |      |           |                |
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| 13. Future Meetings                       | <table><tr><th colspan="3">Steering Committee Meetings<br/>2025-26</th></tr><tr><td colspan="3">3rd Monday of the Month 1:00 PM – 3:00 PM</td></tr><tr><th>Month</th><th>Dates</th><th>Location</th></tr><tr><td>August</td><td>8/18/2025</td><td>Mt. SAC 40-140</td></tr><tr><td>September</td><td>9/15/2025</td><td>Mt. SAC 40-140</td></tr><tr><td>October</td><td>10/20/2025</td><td>Mt. SAC 40-140</td></tr><tr><td>November</td><td>11/17/2025</td><td>Mt. SAC 40-140</td></tr><tr><td>December</td><td>12/15/2025</td><td>????</td></tr><tr><td>January</td><td>1/19/26</td><td>Holiday</td></tr><tr><td>February</td><td>2/16/26</td><td>Holiday<br/>(Schedule Retreat in February)</td></tr><tr><td>March</td><td>3/16/2026</td><td>Mt. SAC 40-140</td></tr><tr><td>April</td><td>4/20/2026</td><td>Mt. SAC 40-140</td></tr><tr><td>May</td><td>5/18/2026</td><td>Mt. SAC 40-140</td></tr><tr><td>June</td><td>6/15/2026</td><td>Mt. SAC 40-140</td></tr></table>                                                                                                                                                                                                                                                                                       | Steering Committee Meetings<br>2025-26    |  |  | 3rd Monday of the Month 1:00 PM – 3:00 PM |  |  | Month | Dates | Location | August | 8/18/2025 | Mt. SAC 40-140 | September | 9/15/2025 | Mt. SAC 40-140 | October | 10/20/2025 | Mt. SAC 40-140 | November | 11/17/2025 | Mt. SAC 40-140 | December | 12/15/2025 | ???? | January | 1/19/26 | Holiday | February | 2/16/26 | Holiday<br>(Schedule Retreat in February) | 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 |
| Steering Committee Meetings<br>2025-26    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                           |  |  |                                           |  |  |       |       |          |        |           |                |           |           |                |         |            |                |          |            |                |          |            |      |         |         |         |          |         |                                           |       |           |                |       |           |                |     |           |                |      |           |                |
| 3rd Monday of the Month 1:00 PM – 3:00 PM |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                           |  |  |                                           |  |  |       |       |          |        |           |                |           |           |                |         |            |                |          |            |                |          |            |      |         |         |         |          |         |                                           |       |           |                |       |           |                |     |           |                |      |           |                |
| Month                                     | Dates                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Location                                  |  |  |                                           |  |  |       |       |          |        |           |                |           |           |                |         |            |                |          |            |                |          |            |      |         |         |         |          |         |                                           |       |           |                |       |           |                |     |           |                |      |           |                |
| August                                    | 8/18/2025                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Mt. SAC 40-140                            |  |  |                                           |  |  |       |       |          |        |           |                |           |           |                |         |            |                |          |            |                |          |            |      |         |         |         |          |         |                                           |       |           |                |       |           |                |     |           |                |      |           |                |
| September                                 | 9/15/2025                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Mt. SAC 40-140                            |  |  |                                           |  |  |       |       |          |        |           |                |           |           |                |         |            |                |          |            |                |          |            |      |         |         |         |          |         |                                           |       |           |                |       |           |                |     |           |                |      |           |                |
| October                                   | 10/20/2025                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Mt. SAC 40-140                            |  |  |                                           |  |  |       |       |          |        |           |                |           |           |                |         |            |                |          |            |                |          |            |      |         |         |         |          |         |                                           |       |           |                |       |           |                |     |           |                |      |           |                |
| November                                  | 11/17/2025                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Mt. SAC 40-140                            |  |  |                                           |  |  |       |       |          |        |           |                |           |           |                |         |            |                |          |            |                |          |            |      |         |         |         |          |         |                                           |       |           |                |       |           |                |     |           |                |      |           |                |
| December                                  | 12/15/2025                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | ????                                      |  |  |                                           |  |  |       |       |          |        |           |                |           |           |                |         |            |                |          |            |                |          |            |      |         |         |         |          |         |                                           |       |           |                |       |           |                |     |           |                |      |           |                |
| January                                   | 1/19/26                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Holiday                                   |  |  |                                           |  |  |       |       |          |        |           |                |           |           |                |         |            |                |          |            |                |          |            |      |         |         |         |          |         |                                           |       |           |                |       |           |                |     |           |                |      |           |                |
| February                                  | 2/16/26                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Holiday<br>(Schedule Retreat in February) |  |  |                                           |  |  |       |       |          |        |           |                |           |           |                |         |            |                |          |            |                |          |            |      |         |         |         |          |         |                                           |       |           |                |       |           |                |     |           |                |      |           |                |
| 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                            |  |  |                                           |  |  |       |       |          |        |           |                |           |           |                |         |            |                |          |            |                |          |            |      |         |         |         |          |         |                                           |       |           |                |       |           |                |     |           |                |      |           |                |
| 14. Next Steps/Assignments                | <ul style="list-style-type: none"><li>• Brown Act Training September 15th</li><li>• July 23: ELL Grant R1 &amp; R2 Budget Adjustments due</li><li>• Aug 15: Complete CAEP Member Expense Report (due in NOVA August 15)</li><li>• Aug 15: ELL Grant Outcomes Templates (R1 &amp; R2) due</li><li>• Aug 15: Reimbursement documents for ELL Grant, R2 due</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                           |  |  |                                           |  |  |       |       |          |        |           |                |           |           |                |         |            |                |          |            |                |          |            |      |         |         |         |          |         |                                           |       |           |                |       |           |                |     |           |                |      |           |                |
| 15. Adjourn                               | Next Meeting: August 18, 2025, 1:00 PM to 3:00 PM                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                           |  |  |                                           |  |  |       |       |          |        |           |                |           |           |                |         |            |                |          |            |                |          |            |      |         |         |         |          |         |                                           |       |           |                |       |           |                |     |           |                |      |           |                |