



Steering Committee Meeting Agenda

****Date:**** Monday, May 18, 2026

****Time:**** 1:00 PM to 3:00 PM

****Location:**** Mt. SAC School of Continuing Education
 1100 Grand Ave. Building 40, Room 140
 Walnut, CA 91789

****Meeting Documents Folder:****

https://drive.google.com/drive/folders/1jMKhp_9pAhp7m8zUSBjL1dhPYUYWnBS4?usp=sharing

1. Welcome

- 1.01: Call to Order

Member Agency	Member Designee	Alternate	Alternate
Baldwin Park	<input type="checkbox"/> Veronica Valenzuela	<input type="checkbox"/> Andrew Stager	<input type="checkbox"/>
Bassett	<input type="checkbox"/> Adder Argueta	<input type="checkbox"/> Angel Villalon	<input type="checkbox"/>
Charter Oak	<input type="checkbox"/> Ivan Ayro	<input type="checkbox"/> Alayna Effinger	<input type="checkbox"/>
Covina Valley	<input type="checkbox"/> Ryan Maddox	<input type="checkbox"/> Sita Rampershad	<input type="checkbox"/>
Hacienda-La Puente	<input type="checkbox"/> Elbia Sarabia	<input type="checkbox"/> Micah Goins	<input type="checkbox"/>
Mt. SAC	<input type="checkbox"/> Tami Pearson	<input type="checkbox"/> Madelyn Arballo	<input type="checkbox"/> Laura Perez
Pomona	<input type="checkbox"/> Miguel Hurtado	<input type="checkbox"/> Luis Rodriguez	<input type="checkbox"/> Jennifer Ramos
Rowland	<input type="checkbox"/> Mitchell Brunyer	<input type="checkbox"/> Stephani Garcia	<input type="checkbox"/> Ivette Alvarado Valeriano
Consortium	<input type="checkbox"/> Tischel Diaz	<input type="checkbox"/> Denise Lieu	<input type="checkbox"/> Ana Ramos
Guests/ Partners	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- 1.02: Introductions

- 1.03: Agenda Review

2. Approval of Minutes

- Approval of Minutes from April 20, 2026

Motion: _____ Second: _____ Vote: _____

3. Public Comment

Members of the public may address the Steering Committee on any item not on the agenda. Comments are limited to 3 minutes per speaker with no more than 20 minutes per topic. No action may be taken on items not listed.

4. Reports

- 4.01: Fiscal / Budget Report: CAEP Quarter 3

- 4.02: Grant Updates:

1. Round 2: Extension submitted. Response expected within two weeks.
2. Round 3: Deadline of May 19 (*) tentatively stands

5. Action Items

- 5.01: Ratification of Request for Grant Extension (No-Cost)

Recommendation: That the Steering Committee formally ratify the submission of the extension request for English Language Learner (ELL) Healthcare Pathways Grant Round 2 extension to California Community College Chancellor’s Office (CCCCO).

Summary: On April 20, 2026, the Steering Committee reached a consensus to move forward with a grant extension request. Because the external deadline provided by California Community College Chancellor’s Office (CCCCO), April 30, 2026, did not allow for the standard two-meeting review process, this item is being brought forward for formal ratification to ensure compliance with the Consortium’s Governance Plan and the Brown Act. This extension involves a timeline adjustment only and includes no additional or modified funding.

****Motion:**** _____

****Second:**** _____

****Discussion:**** _____

****Roll Call Vote:****

Member Agency	Yes	No	Absent	Abstain	Designee
Baldwin Park	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Bassett	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Charter Oak	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Covina Valley	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Hacienda-La Puente	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Mt. SAC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Pomona	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Rowland	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

6. Discussion Items

- 6.01: Annual Plan Discussion

Discuss progress on 2025-26 annual plan and review and adjust goals for 2026-27 upcoming annual plan.

- 6.02: Consortium Map Draft (Adder Argueta)

- 6.03: Continued discussion on the working draft of the proposed mission statement for the Consortium

- 6.04: Continued discussion on the working draft of the proposed bylaws for the Consortium

- 6.05: Discussion on the initial draft of subaward contracts for ELL Healthcare Grant, Round 3
- 6.06: Co-Chair Transition Discussion
- 6.06: State Budget Discussion
- 6.07: Transition Counselors Fall Dates by agency

7. Informational Items

- 7.01:

8. Reports

- 8.01: Manager Report
 1. AI training for ESL faculty on (May 22, 2026, 1pm to 4pm).
 2. 26-27 PLC Schedule
- 8.02: Attended Workshops/Conferences Debrief
 1. CCAE State
 2. California Statewide WIOA Meeting

- 8.04: Member Updates

9. Closing Items

- 9.01: Next Steps / Assignments
 1. Review Draft of Annual Plan for 26-27 and come prepared to discuss any adjustments. 1st Reading of the Annual Plan
- 9.02: Future Meeting Dates

Steering Committee Meetings 2025-2026		
<i>3rd Monday of the Month 1:00 PM – 3:00 PM</i>		
Month	Date	Location
June	6/15/2026	Mt. SAC 40-140

Steering Committee Meetings 2026-2027		
<i>3rd Monday of the Month 1:00 PM – 3:00 PM</i>		
Month	Date	Location
July	7-20-2026	Mt. SAC 40-140
August	8-17-2026	Mt. SAC 40-140
September	9-21-2026	Mt. SAC 40-140
October	10-19-2026	Mt. SAC 40-140

November	11-16-2026	Mt. SAC 40-140
December	12-21-2026??	Mt. SAC 40-140
January	No Meeting	MLK Holiday
February	Retreat? Choose Date	Mt. SAC 40-140
March	3-15-2027	Mt. SAC 40-140
April	4-19-2027	Mt. SAC 40-140
May	5-17-2027	Mt. SAC 40-140
June	6-21-2027	Mt. SAC 40-140

- 9.03: CAEP Due Dates

May 2026

- **May 1:** ELL Grant, Round 2 25-26 Q3 Budget Revisions due to Consortium Manager.
- **May 2:** CFAD for 2026-27 due in NOVA (submitted)
- **May 15:** ELL Grant, Round 2 Q3 Reimbursement Documents due to Consortium Manager
- **May 15:** *Soft deadline for 25/26 Member Expense Report due in NOVA (Q3)*

June 2026:

- **Jun 1:** 25/26 Member Expense Report due in NOVA (Q3)
- **Jun 15:** 1st Reading of 26-27 Annual Plan
- **Jun 30:** 25/26 Member Expense Report certified by Consortia in NOVA (Q3)
- **Jun 30:** End of Q4

July 2026:

- **Jul 10:** ELL Grant, Round 2 Q4 Reimbursement Documents due to Consortium Manager.
- **Jul 15:** Student Data due in TOPSPro (Q4) FINAL
- **Jul 20:** Vote to Approve and Submit 26-27 Annual Plan

August 2026:

- **Aug 15:** Annual Plan for 2026-27 due in NOVA

- 9.04: Upcoming Workshops / Conferences / Trainings

Please share any upcoming events you have:

<https://www.caadultedtraining.org/>

- 1) Admin Forum: Forecast: Unknown. Strategy: Strong. Budget Planning When Answers Are TBD**
May 14, 2026, 1:00 PM – 2:00 PM
<https://www.caadultedtraining.org/CALPRO/759?Type=%20%20>
- 2) California WIOA, Title II: AEFLA Network Meeting - LA, Orange County, San Diego & Imperial**
May 22, 2026, 9:30 AM – 11:00 AM
<https://www.caadultedtraining.org/CASAS/9145?Type=12>
- 3) Using Generative Artificial Intelligence (AI) in Adult Education for ESL Teachers**
May 22, 2026, 1:00 PM – 4:00 PM
<https://www.caadultedtraining.org/OTAN/445?Type=16>

4) California Statewide WIOA II Network Meeting

June 2, 2026, 1:00 PM – 4:00 PM

<https://www.caadultedtraining.org/CASAS/9247?Type=12>

5) CASAS Summer Institute

June 15-18, 2026, Garden Grove, CA

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

6) HSE Convenings

August 18 (Orange) & August 19 (Los Angeles), 9:00 AM - 3:00 PM

[https://uk.eventsforce.net/scoe/frontend/reg/thome.csp?pageID=5856&eventID=13&CSPCHD=00100400000aORqmDkfU7iyMDLvrLc\\$ksnxNsikBk9qtY4P2e](https://uk.eventsforce.net/scoe/frontend/reg/thome.csp?pageID=5856&eventID=13&CSPCHD=00100400000aORqmDkfU7iyMDLvrLc$ksnxNsikBk9qtY4P2e)

7) 2026 English Language Learner Healthcare Pathways Convening, Pathways with Purpose: Advancing ELL Programs for Impact and Sustainability (Save the Date).

September 17, 2026, Irvine, CA

8) CAEP Summit (Save the Date)

October 28-30, Santa Clara, CA

<https://summit.caladulted.org/>

9) CCAE Southern-South Coast Regional Conference (Save the Date)

November 5-7, 2026, Palm Springs, CA

- 9.05: Adjournment

Next Meeting: June 15, 2026, 1:00PM – 3:00PM

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