

Steering Committee Agenda

Monday, July 21, 2025

1:00 pm to 3:00 pm

Mt. SAC SCE Bldg. 40 – Room 140

Meeting Folder: https://drive.google.com/drive/folders/1gcP4MZQaoAk0Emt3cpo_MUhROhHN5Gw8?usp=sharing

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

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

	<div>2) GED Conference August 4-6, 2025, Chicago, IL https://ged.cventevents.com/event/gedconference2025/overview</div> <div>3) GED Convenings 8:30AM - 12:30PM, Orange (Aug 19), Los Angeles (Aug 20), Jurupa (Aug 21) https://uk.eventsforce.net/scoe/frontend/reg/thome.csp?pageID=3133&eventID=8</div> <div>4) Los Angeles Regional Adult Education Allied Health Collaborative September 13th, 2025, 9:00AM-1:00PM, Los Angeles, CA https://docs.google.com/forms/d/e/1FAIpQLSeKiyaQmbDnBTjpVDJHyLfs158QFXP7BjHle9c-LxYi2r5JFQ/viewform</div> <div>5) CAEP Summit 2025-Building Bridges to Success: Innovate, Integrate, Impact. September 24-26, 2025, Anaheim, CA https://californiacommunitycolleges.cventevents.com/event/69dbe8ef-b4d0-47f1-bb3e-198767a8235d/home</div>																																										
13. Future Meetings	<table><tr><th colspan="3">Steering Committee Meetings 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 (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 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 (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
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14. Next Steps/Assignments	<ul style="list-style-type: none">• Brown Act Training September 15th• July 23: ELL Grant R1 & R2 Budget Adjustments due• Aug 15: Complete CAEP Member Expense Report (due in NOVA August 15)• Aug 15: ELL Grant Outcomes Templates (R1 & R2) due• Aug 15: Reimbursement documents for ELL Grant, R2 due																																										
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