

## Steering Committee Agenda Minutes

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\\_ekI78](https://drive.google.com/drive/u/0/folders/1merBLR3P6_onTzXz-0EjL7KprB_ekI78)

<b>Baldwin Park</b> ___Veronica Valenzuela X__Andrew Stager	<b>Covina Valley</b> X__Ryan Maddox ___Sita Rampershad	<b>Pomona</b> ___Miguel Hurtado ___Luis Rodriguez X__Jennifer Ramos	<b>Consortium</b> X__Tischel Diaz ___Ana Ramos X__Denise Lieu
<b>Bassett</b> X__Adder Argueta ___Angel Villalon	<b>Hacienda-La Puente</b> ___Elbia Sarabia X__Micah Goins	<b>Rowland</b> X__Mitchell Brunyer X__Ivette Alvarado Valeriano X__Stephani Garcia	<b>Partners/guests present:</b> X__Anne Vu (Mt. SAC) X__Alex Martinez (C-V) ___Yudi Acosta (PACE) ___Adrienne Price (Mt. SAC) X__Melissa Moss (Mt. SAC)
<b>Charter Oak</b> ___Ivan Ayro X__Alayna Effinger	<b>Mt. SAC</b> X__Tami Pearson X__Madelyn Arballo X__Laura Perez		

\_\_\_Welcome &  
 Agenda Check  
 \_\_\_Public Comment

**Approval of the minutes for 10/20/25**  
**Motion to approve X Second X Vote 7 yes 1 absent.**

### Objectives for the day:

1. Consortium Updates

#### Upcoming CAEP Due Dates

##### January 2026

- **Jan 23:** ELL Grant R2 Budget Revision Changes due to Consortium
- **Jan 31:** Student Data due in TOPSPro (Q2)
- **Jan 31:** Employment and Earnings Follow-up Survey

##### February 2026

- **Feb 11:** ELL Grant, R2 Biannual Report Due to Consortium
- **Feb 13:** *Soft Deadline:* 25/26 Member expense report is due in NOVA. (Q2)
- **Feb 28:** Preliminary allocations for 2026-27 and 2027-28 released by this date.

##### March 2026

- **Mar 1:** 25/26 Member expense report is due in NOVA. (Q2)
- **Mar 31:** End of Q3
- **Mar 31:** 25/26 Member Expense Report certified by Consortia in NOVA (Q2)
- **Mar 31:** ELL Grant R2 Biannual Reporting Certified in NOVA

**Update: Reviewed the CAEP upcoming due dates**

<p><b>2. Capital Expenditures Clarification</b></p>	<ul style="list-style-type: none"> <li>• Tabled to Retreat</li> </ul>
<p><b>3. WIOA / Funding Discussion</b></p>	<p>Grant Award Notifications Received? Update: All received</p>
<p><b>4. Consortium Event Dates</b></p>	<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> <li>○ Update:</li> <li>○ PD Conference recap:</li> <li>○ 129 attended out of 136 registered</li> <li>○ 10 unique sessions</li> <li>○ Networking activities</li> <li>○ 2 student speakers</li> <li>○ Feedback <ul style="list-style-type: none"> <li>• CTE not enough content &amp;/or fit in</li> <li>• No so many trades involved</li> <li>• Maybe focus on one trade</li> <li>• Look at the CCAOE into how they do it for future content</li> </ul> </li> </ul> </li> </ul>
<p><b>5. Bylaws Review and Discussion</b></p>	<ul style="list-style-type: none"> <li>• Tabled to Retreat</li> </ul>
<p><b>6. Attended Events / Conferences</b></p>	<ul style="list-style-type: none"> <li>• CCCAOE</li> <li>• CCAE</li> </ul>
<p><b>7. Member Updates</b></p>	<ul style="list-style-type: none"> <li>• Around the Room</li> <li>• Update: How did the Fall end? <ul style="list-style-type: none"> <li>• Mt. SAC &gt; 1<sup>st</sup> Cohort LVN completes in February 2026</li> <li>• CO &gt; down in numbers</li> <li>• HLP &gt; ESL down in numbers</li> <li>• Bassett &gt; ICE around. ESL in-person down. Moved online to offer alternative options to students. CTE no issues</li> </ul> </li> </ul>
<p><b>8. English Language Learner (ELL) Grant Update</b></p>	<ul style="list-style-type: none"> <li>• Final Report for R1 results <ul style="list-style-type: none"> <li>○ 23-24 cohort <ul style="list-style-type: none"> <li>▪ 331 enrollees</li> <li>▪ 296 completers (89% completion rate)</li> <li>▪ 99 confirmed job placements</li> <li>▪ 120 transitions</li> </ul> </li> </ul> </li> <li>• Round 2 <ul style="list-style-type: none"> <li>○ Where we are</li> <li>○ End of 24-25 <ul style="list-style-type: none"> <li>▪ 500 enrollees</li> <li>▪ 305 completers (60% completion rate so far)</li> <li>▪ 162 confirmed job placements</li> <li>▪ 69 transitions</li> <li>▪ Will expand Round 2 cohort to include 25-26 enrollees for reporting of outcomes. Will share with Data and CTE</li> </ul> </li> </ul> </li> </ul>

workgroups.

- Reimbursements
  - Q1 Checks sent out in December
  - Q2 Reimbursement Documents Due: February 20<sup>th</sup>
- Budget Revisions:
  - Will be sent out January 13<sup>th</sup>
  - Due back by January 23<sup>rd</sup>
- Bi-Annual Reporting
  - Sent out by January 28<sup>th</sup>
  - Report Due by February 11<sup>th</sup>
  - Preliminary Numbers reviewed at the Retreat
- Round 3 - Updates
  - Review Released Documents and Processes
  - Review currently included programs
  - Any new pathways anticipated
  - Budget Discussion
  - Potential Career Specialist Discussion
  - Update: Final Round
  - Competitive request \$50 million available
  - Open to all 71 consortia
  - Up to 25 awards, ranging between \$1M - \$5M each
  - Purpose to fund “centers for Innovation and Impact in Health Careers”
  - Application due March 18, 2026, 5 pm
  - Anticipated award cycle to start FY 26-27
  - 36-month expenditure period
  - Reviewed Application, Scoring, supporting documents
  - Tischel will need contacts for the Letters of Intent to Participate from each Agency
  - Funding Bands over 3 yrs
    - ELL Students 50% (Data vista)
    - ELL Residents 25% (Census)
    - Unmet Demand 25% (Chancellor’s Office MIS data)
    - Funding band 1-3
    - We are in band 3 / \$3M to \$5M
    - Members’ Questions
      - Is the commitment for only 26-27 or spent over 26-27, 27-28, 28-29 & accountable for 3 yrs??
      - Tischel recommended members register and attend Bidder’s Webinar on Wednesday for questions.
  - Vision & Intent:
    - Chancellor’s Office big on Incubators of innovation & improvement
    - Hubs of specialization and expertise
    - Strategic pursuit of goals and outcomes
    - Exemplifying operational excellence
    - Consortium & Community-wide impact
    - Madelyn pointed out that Credit for Prior Learning (CPL), Artificial Intelligence (AI) were high priority initiatives for the

chancellor's office and should be topics for consideration in our application.

- An ELL consortium Career Services Specialist is a consideration to assist ELL students with job placements.
- Articulation with MEDI 90 at Mt. SAC
- Overview with questions on the application
- New & innovative classes
- Sustainability: Do the members have funding after ELL funds are gone to run the classes?
- What Cohort /Completion rates
- Draft for Feb meeting and vote
- Offer support Career specialist
- Transition support
- Target enrollment
- Mental & Behavioral Health Roles (New Pathway) include Substance use disorder Counselor, Peer Support Specialist, & Certified Wellness Coach.
- Concerns about creating a new program/funding
- Tischel opened floor for suggestions on what metrics to pull to come up with sample budget scenarios for review at the next meeting.
  - Members requested completion numbers of other consortia statewide
  - Job placements?
  - Enrollments?
  - Tischel explained that only a few consortia turned in the final report for Round 1 as most were given a year extension. Including Mt. SAC, perhaps only 4 or 5 may have completed reports at this time, but if requested, she can pull those numbers.

## 9. Upcoming Events

Please share any upcoming events you have:

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

- 1) **2025-26 New CAEP Consortium Leads and Administrator Onboarding**  
*(Geared toward consortium managers, but a good overview of CAEP for agency administrators)*  
January 14, 2026, 10:00 AM – 1:30 PM  
<https://www.caadultedtraining.org/CAEP/781?Type=12>
- 2) **2026 CAEAA State Conference**  
February 11–13, 2026, San Diego, CA  
<http://bit.ly/4o8ilE4>
- 3) **California Placement Association (CPA) State Annual Conference**  
March 4-6, 2026, San Diego, CA  
<https://CPAStateConf2026.eventbrite.com>
- 4) **OTAN Technology & Digital Learning Symposium**  
March 6-7, 2026, Seaside, CA  
<https://tdls.otan.us/>  
<https://tdls.otan.us/Registration>
- 5) **Mt. SAC Consortium Adult Ed Day (SAVE THE DATE. Opens January 26<sup>th</sup>)**  
Tuesday, March 10, 2026, 9 AM to 2 PM, Mt. SAC
- 6) **ACCE Spring 2026 Annual Conference (SAVE THE DATE)**  
March 11-13, 2026, San Diego, CA  
<http://www.acceonline.org/events.html>
- 7) **ELL Healthcare Pathways Southern Regional Event (Registration Opens January 14<sup>th</sup>)**  
March 23, 2026, 9:00 AM to 3:30 PM Mt. SAC, Heritage Hall
- 8) **COABE National Conference**  
April 12-15, 2026, Indianapolis, IN  
<https://www.coabe.org/coabe-2026>
- 9) **Allied Health Collaborative (SAVE THE DATE)**  
April 18, 2026, Los Angeles, CA  
<https://laraec.org/>
- 10) **CCA State Conference**  
April 30-May 2, 2026, San Diego, CA  
<https://www.ccaestate.org/2026-conference.html>

	<p><b>11) CASAS Summer Institute (Registration Opens January 12<sup>th</sup>)</b>          June 15-18, 2026, Garden Grove, CA  <a href="https://www.casas.org/training-and-support/SI">https://www.casas.org/training-and-support/SI</a></p> <p>Update: Reviewed</p>
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<p><b>10. Future Meetings</b></p>	<table border="1" style="margin: auto;"> <tr> <th colspan="3"><b>Steering Committee Meetings 2025-26</b></th> </tr> <tr style="background-color: yellow;"> <th colspan="3">3rd Monday of the Month 1:00 PM – 3:00 PM</th> </tr> <tr> <th>Month</th> <th>Dates</th> <th>Location</th> </tr> <tr> <td>January</td> <td>1/12/2026 <del>1/19/2026</del></td> <td>Mt. SAC-Heritage Hall <del>No Meeting – Holiday</del></td> </tr> <tr> <td>February</td> <td>2/18/2026 <del>2/16/26</del></td> <td>Steering Committee Retreat Mt. SAC 40-126</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> <p>Update: Reviewed</p>	<b>Steering Committee Meetings 2025-26</b>			3rd Monday of the Month 1:00 PM – 3:00 PM			Month	Dates	Location	January	1/12/2026 <del>1/19/2026</del>	Mt. SAC-Heritage Hall <del>No Meeting – Holiday</del>	February	2/18/2026 <del>2/16/26</del>	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
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<p><b>11. Next Steps/Assignments</b></p>	<ul style="list-style-type: none"> <li>• Work on your ELL Round 2 Documents</li> <li>• Strategize with your teams regarding ELL Round 3</li> <li>• 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.</li> </ul>
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<p><b>12. Adjourn</b></p>	<p>Next Meeting:</p> <p>Steering Committee Retreat          Wednesday, February 18, 2026,          8:30 AM to 1:30 PM</p>
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