



Minutes of the Executive Committee Meeting March 15, 2019

Approved

Date of approval: April 19, 2019

Initials:

Call to order: A regular meeting of the Inland Adult Education Consortium Executive Committee was held at San Bernardino Valley College, 701 S. Mt Vernon, San Bernardino, California; President Conference Room 207 on Friday, March 15, 2019. The meeting convened at 8:00 a.m. Consultant Mitch Rosin and Facilitator Becky Foreman conducted the meeting. Minutes recorded by Blanca Olguin.

Executive Committee Members in attendance

Jerry Almendarez	Superintendent, Colton Joint Unified School District
Kit Alvarez	Administrator ROP, San Bernardino County Superintendent of Schools
Cuauhtémoc Avila	Superintendent, Rialto Unified School District
Kevin Horan	President, Crafton Hills College
Diana Rodríguez	President, San Bernardino Valley College

Steering Committee Members in attendance

Brian Pope	Principal, Colton Joint Unified School District
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Members not in attendance

Mauricio Arellano	Superintendent, Redlands Unified School District
Cali Binks	Superintendent, Yucaipa-Calimesa Joint Unified School District
Dale Marsden	Superintendent, San Bernardino City Unified School District

Designee (nonvoting)

Robin Gonzales	Assistant Principal, Redlands Unified School District
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Other(s) Present

Upon motion by Kit Alvarez, seconded by Kevin Horan and approved by the affirmative vote of Almendarez, Alvarez, Avila, Horan, and Rodriguez **Abstain:** None **Noes:** None, the Minutes for the Inland Adult Education Consortium Executive Committee meeting on February 22, 2019 was approved as presented, without changes.

1. Public comments

1.1 None

2. Reports

2.1 CAEP Guidance

Mitch Rosin discussed CFAD and reminded the Executive Committee of the April 19th vote and the May 2nd due date.

2.2 CAEP 2018-2019 Deadlines

Mitch Rosin reviewed the state deadlines:

- March 1, 2019 - 2018-19 Q2 Expenses due in NOVA – Certified by March 31
- April 30, 2019 – Q3 DIR
- April 30, 2019 – 2018-19 Q3 Expenses due in NOVA
- May 2, 2019 – CFAD Due
- June 7, 2019 – 2019-2022 Three-Year Plan due in NOVA
- June 30, 2019 – Data & Accountability close out in Chancellor’s MIS System
- July 31, 2019 – Full Year DIR
- July 31, 2019 – 2018-19 Full Year Expenses due in NOVA
- August 15, 2019 – 2019-20 Annual Plan due

2.3 San Bernardino County Workforce Development

Mitch Rosin shared that as part of the Three-Year planning process; Ms. Diaz hosted a meeting with five Consortium Directors and invited the SB County WFD to present on adult education related materials from their new LMI report. Mitch shared the LMI Data report presentation from Workforce, highlighting the educational attainment levels focusing on Bachelor’s Degree, median home price by County, COLA, labor force participation rate difference, labor market participation rate, and the industry sectors that have the highest growth: warehousing, automation, healthcare, and manufacturing (animal feed).

3. Discussion items

3.1 CFAD/COLA Preliminary Allocation

Mitch Rosin reviewed the CFAD/COLA preliminary allocations; the Inland Adult Education Consortium will receive \$10,391,054.00 for 2019-2020 and \$359,530.00 in COLA. At the April meeting, a vote will be required on what to do with those funds.

Three potential options discussed are:

- a. 2.89% of Consortium allocation
- b. Percent based on member need
- c. Park funds with Fiscal Agent until after facilitated strategic planning retreat

Dr. Horan’s concern is that the bargaining agreements have a scheduled increase and the decision to allocate funds will not be made until August, two months into the Fiscal year.

Mr. Pope asked if negotiations are to be closed early, could it be decided before August to avoid the two months into the Fiscal year.

Mr. Rosin said it has to be voted on in April because it is due to the state in May; he added that an allocation amendment could always be done.

Consensus is to park the funds with the Fiscal Agent and place it on the agenda for the next meeting as an action item.

4. Old business

4.1 None

5. New business

5.1 Cambrian Group

Motion: Moved by Jerry Almendarez seconded by Cuauhtémoc Avila to approve the initial presentation from the Cambrian Group on April 19th to discuss the facilitation of a Strategic Plan Retreat on August 30, 2019.

Discussion:

Dr. Avila asked if it was considered to start the meeting at 7:00 a.m.

Ms. Alvarez offered to host the meeting at Dorothy Inghram.

Yea: Jerry Almendarez, Kit Alvarez, Cuauhtémoc Avila, Kevin Horan, and Diana Rodriguez **Nay:** none **Absentee voting:** none **Abstain:** none

Motion carried

6. Announcements

6.1 Executive Committee Meeting Dates

Mitch Rosin reminded the Executive Committee of the next set of meeting dates:

-April 19, 2019	-June 7, 2019	-August 30, 2019
-May 17, 2019	-August 2, 2019	-September 27, 2019

6.2 Conferences and Presentations

Mitch Rosin mentioned the upcoming Conferences:

- COABE: March 31 – April 3 in New Orleans – Presenting: Counseling, Mr. Rosin, and Ms. Diaz
- CCAE: April 24-27 in San Diego – Presenting
- CASAS: June 11-13 in Anaheim – Presenting – CASAS test is changing on July 1st
- GED Annual Conference: July 24-26 in Chicago
- IAEC Super Consortia Professional Development: August 1 from 9-2 p.m. – location TBD
- HACU: October 5-7 in Chicago, IL

7. Closed Session

7.1 None

8. Adjournment

Moved by Kit Alvarez seconded by Cuauhtémoc Avila the meeting adjourned at 8:20 a.m.

The next regular meeting of the Inland Adult Education Consortium Executive Committee will be on Friday, April 19, 2019 at 8:00 a.m. at the San Bernardino Valley College, 701 S. Mount Vernon Ave., San Bernardino, CA, President Conference Room 207.