



**Minutes of the Ventura County Adult Education Consortium
Regular Meeting**

Friday, May 11, 2018 1:00 PM
Ventura Adult and Continuing Education

PARTICIPANTS

Member Representatives: M. Arso(P), B. Beckett (P), S. Cvijanovich (P), R. Gillette (P), K. Greaves (P), A. Penner (P), T. Morse (P), M. Sanders (P), C. Vang-Walker (P), A. Wright (A)

Tom Chan, invited by S. Cvijanovich, Fillmore and Holly Correa, invited by A. Wright, VCCCD

Guests: Ned Branch, District Director, Blanchard Community Library; Kristin Belchie, parent Ojai

Facilitator: Greg Hill Jr., WestEd

Recorder: Kathy Walker, WestEd

MINUTES

Meeting was called to order at 1:19 by Greg Hill Jr., with the approval of Mike Sanders, VCAEC Chair. Members and guests were asked to give their name and who they are representing.

Consent Items:

Motion 1

- **Request to approve** minutes from 4/13/18 Regular Board Meeting
- Ojai Adult School would like to move their 4.1% COLA for this year to the Consortium Level Allocation for 2018-2019

All present yes on consent items (Noted: Michele Arso was not present for this vote)

Member Vote: All members present - yes; Opposed - no ; Motion passed.

DISCUSSION

- NOVA Budget Revision and upcoming expenditures - guidelines. Budgets over 15% will need consortium approval. It was determined that the 15% plus for approval would be by SAC's code line items. We need to set date for members to get their revisions to Kathy.
- Greg encouraged all members to view the webinar 5/18/18 on NOVA Expense reporting

OPEN DISCUSSION:

Public Comment:

Kristin Belchie, Parent Ojai. Kristin Belchie has a son with disabilities and is looking for what is available to help high-functioning adults with disabilities, like her son. She also wanted clarity around how consortium funds were allocated and utilized.

Ned Branch from Blanchard Library, Santa Paula. Competing for grant money for state library "Pitch an Idea" grant program. Grant is for equipment for adults to use for job hunting and will offering computer courses at Blanchard Library.

- Plan for the first year pilot program is to provide evening and a few daytime classes in basic computer skills, how to fill out job application, etc.

- NOVA budget revision. Kathy to send members a due date for revisions to be sent to K & G to go out for consortium approval vote
- Ned to send Greg a copy of the actual Grant for review
- Greg to send electronic vote for regarding letter of support for Blanchard Library Grant
- Greg will create a google doc for members to add programs for next year and forward.
- Greg will develop and send to members questions for them to use as they interview current students.

- Second and third year ramping the program up to include ESL students to increase English literacy skills.
- This Grant Aligns with goals of VCAEC and is mutually supported by Santa Paula Adult School and First five. Ned would like support from VCAEC
- It was noted that 25% of households in SP do not have computers, smartphone, etc. in house and this program would be a benefit to them.
- Ned indicated that they have until next Friday, 5/18/18, to complete the needs assessment and receive letters of support.

Greg shared that perhaps VCAEC could provide a teacher to teach computer skills, with measurable outcomes and this could possibly be a consortium level expenditure. Some showed apprehension of providing additional financial support. This could be an enhanced level of collaboration with VCAEC in the future. Holly shared that she may be able to also get a letter of support from the Ventura County Community College District.

Meeting moved to closed session at 2:10 PM. Closed session is open to Member Representatives and/ or Administrative Delegates

No Action was taken during closed session.

Motion 1

Motion by Robin Gillette and seconded by Becky Beckett to adjourn the meeting.

All present - Yes; Opposed - No; Motion passed

Meeting adjourned at 3:05 PM.

