About Students Regional Consortium

April 16, 2018

IBEW 2:00 – 4:00 P.M.

Present: Omar Andrade, Dr. Patricia Bazanos, Rachel Bramlett, Annamarie Montanez, Renea Myatt, Joan Patrick, Thea Quigley, Thoibi Rublaitus, Craig Shiflett, JoDee Sylter, Autumn Valencia

Agenda Review

- AEBG updates
- Finalize CFAD deliverables
- 3rd Q. TOPS data submission
- BW research and full capacity marketing proposal
- Possible leadership retreat
- Open discussion

AEBG Updates

- CFAD (Due May 2)
- Expense reporting in NOVA (webinar April 20)
- Data Reporting for Q 3 (Due April 30)
- Professional Development Webinars

Webinars

Email link

Wednesday April 11th 12:00-1:00 pm – AEBG Data submission guidelines

Tuesday April 17, 2018 1:00-2:30 pm – Implementation and data collection for the AEBG MIS data elements – A seminar for practitioners and researchers * RCC, Thea should be listen in on this webinar

Friday April 20th 12:00-1:30 pm – NOVA Expense Reporting for AEBG *JoDee is suggesting all member attend.

Wednesday April 25th 1:00-2:00 pm – Building student success on timed writing exams

Monday April 30th 10:00- 12:00 pm – statewide webinar about the metrics simplification initiative.
**CFAD Deliverables:** DUE MAY 2, 2018

- ✓ Meet to discuss allocating funds
- ✓ Come to 100% agreement on allocation schedule
- ✓ Designate fiscal structure (fiscal agent/ direct)
- ✓ Confirm official member representatives and contacts
- ✓ Complete narrative to align with 3 year plan (postponed)
- ✓ Certification by each member of CFAD information by May 2, 2018

**CFAD Deliverables**

Once JoDee inputs who the Certifier will be each member will get an email that they gave JoDee. Then each member will certify CFAD in NOVA.

- **4/16/18** Motion to accept CFAD Dr. Patricia Bazanos second to accept Annamarie Montanez, Rachel Bramlett.

**CFAD – Additional Documents: (To Be Amended As Needed)**

1. Fiscal Agreement – Majority of the members came to the agreement that they will leave it as is and get back to it at a later time, Joan Patrick was not in agreement. The Fiscal Agreement can be amended at any time.

2. **BYLAWS –**

**AEBG 3rd Q. Data Submission**

- Review webinars
- Handouts
- Contact CASAS for support (Jay wright/ Patty Long)

**Full capacity marketing & BW Research Partnership Proposal**

Preparation for annual and 3- year plans

Scope of work (4 phase objectives)

1. Comprehensive profile
2. Regional/ sub- regional employment demand profile
3. Gap analysis
4. Communication and outreach plan

Motion to accept Dr. Patricia Bazanos, Second Annamarie, all voting members agreed.
Leadership Retreat- Annual Planning

- Objectives: Team building, Focus on goals for 2018/19
- 1-2 Day event
  - July 30-31 and an alternative date is July 26-27
- Location? JoDee will look into these Locations that the members suggested:
  - Big Bear
  - Lake Arrowhead
  - Santa Barbara
  - San Diego
  - Catalina Island
- With facilitator for activities

Next Steps

April

April 27, 2018 - WIOA Reapplication Due

April 30, 2018 - TOPS 3rd Q. Data & DIR due, WIOA Survey, WIOA IELCE Plan Due, and WIOA ECR due.

May

May 2, 2018 - CFAD Due!! * JoDee will submit CFAD 4/17/18 Members must accept.

May 14, 2018 - Consortium Meeting (Members Budget changes and expense reports)

June

June 1, 2018 – member’s budget changes & expense report Due in NOVA (Qtrs. 1, 2 & 3)

June 11, 2018 – scheduled consortium meeting

June 30, 2018 – end of Qtr. 4

Meeting Adjourned