

MINUTES
Regional Consortia Chairs / CCCCCO Staff Meeting
Sheraton Grand Sacramento
1230 J Street, Sacramento
September 12, 2003
9:30 a.m. – 2:00 p.m.

**I. Welcome/Introductions – Janis Caston, Co-Chair and
Meridith Randall, Co-Chair**

Attendees:

Anita Courtnier, North/Far North Region
Barbara Whitney, CCCCCO
Chuck Wiseley, CCCCCO
Diane Brady, CCCCCO
Dona Boatright, CCCCCO
Janis Caston, North/Far North Region
Julie Pehkonen, Desert Region
Kathy Pulse, CCCCCO
Kay Hartig, San Diego/Imperial Region
Lisa Fassett, CCCCCO
Lyla Eddington, LA/Orange Region
Meridith Randall, North/Far North Region

Michelle Turner, San Diego/Imperial Region
Ron Selge, CCCCCO
Ron Vito, Desert Region
Sandra Mellor, Bay/Interior Bay Region
Sharon Wong, CCCCCO
Sheila Bollenbach, CCCCCO
Stan Schroeder, San Diego/Imperial Region
Sue Clark, Central Region
Susan Coleman, LA/Orange Region
Tanya Burke, South Central Region
Teresa Parkinson, CCCCCO

Janis Caston called the meeting to order at 9:35am.

II. Additions to Agenda

Janis Caston stated that item IV c is a separate topic of discussion. Sue Clark requested corrections to the Regional Consortium listserve.

III. Approval of Minutes

Lyla Eddington provided Michelle Turner with grammatical corrections to the Minutes from May 19, 2003. The corrections were to remove "even" from the second paragraph in section IV and remove the words "how" and "have" from the second paragraph in section VIII.

Motion: That the Minutes from the May 19, 2003 meeting be approved as corrected. Motion made by: Janis Caston. Seconded by: Lyla Eddington. Voted on and approved unanimously.

IV. Chancellor's Office Report – Dona Boatright

Dona Boatright stated that the Chancellor search was in motion for the morning of September 17. They will conduct a screening of the 13 to 20 applicants who applied for the position.

She stated that the Chancellor's office had been realigned. Ron Selge will oversee the Career Technical Unit. Ron will provide a handout of the newly realigned positions and point of contacts.

- a. Communication with Statewide Advisory Committees- (Are we going to have a meeting at CCCAOE and, if so when, what agenda, etc.?)

According to Dona, the Chancellor's office is not organizing a meeting with the Regional Chairs at the CCCAOE Conference.

Donna Boatright requested participation at the Leadership Forum on November 5 in Sacramento. This will be a gathering of leaders in the areas of economic development, workforce preparation and career/technical education. This is phase 1 of a two part meeting.

- b. VTEA replacement of Econ Dev funds to Consortia—(What does this mean in terms of support to Econ Dev in our regions?)

VTEA Leadership provided additional funds in the amount of \$38,000 to cover the costs for Economic Development activities. Regional Consortia Chairs will need to follow current Economic Development objectives to report on these additional funds.

- c. Funding of Consortia 2003-2004

Ron Selge will discuss reauthorization for WIA and VTEA funds.

Dona mentioned that a proposal was created to institute a process for TOP codes. She stated that they should resolve any issues by Friday in order for it to go out to the field for additional input.

- d. Future funding of Consortia 2004-2005

Dona was unsure what the future holds for the Consortium in 2004-2005.

V. Regional Consortia – RFA Objectives 03-04 – Kay Hartig

Kay Hartig reviewed and suggested changes to clean up the RFA activities. According to Chuck Wisely, he would prefer not to amend the current activities instead would address these recommended changes with the new RFA Objectives for 2004-2005.

Lyla Eddington of LA/Orange Regional Consortium requested reaffirmations regarding the Program Approval Process. Dona Boatright stated that Charlie Klein will have a presentation at CCCAOE on the Program Approval Process.

VI. Career Development Partnerships – Ron Selge

1. VEST Report

Ron Selge provided a handout of the realigned positions within the CCCCCO. He stated that Career Technical Education Unit reflects the merging of Economic Development and VEST. The back side of the handout provided a status update on Reauthorizations for WIA and Perkins. According to the handout, the overall goal of WIA is to have the reauthorization legislation conferenced and ready for the President's signature prior to the end of this Congressional session. According to the ED staff, the Administration's legislative proposal regarding Perkins reauthorization will not be transmitted until January or February of 2004, thus it will automatically be extended until September 30, 2004.

Ron stated that CDE has carry over funds. The Targeted Youth Funds kept accruing which equals \$10,000 per region. These funds will be allocated as an augmentation. CDE would like to have these funds used for professional development activities.

Additionally State Leadership has carry over funds. The Chancellor's office is currently reviewing and will possibly use the funds for collaborative grants.

VII. Economic & Workforce Development Program Report –Kay Ferrier

Kathy Pulse, CCCCCO, stated that the 2003-2004 total Economic & Workforce Development amount is \$35.79 million, which is a \$5 million reduction from the original FY2002-03 Program amount. In addition, \$6.129 million of the \$35.79 million has to be used to pay final claims for 2002-03 grants (which were "reduced" when the mid-year adjustments were made). So effectively, the Program had some \$11 million fewer dollars for 2003-04, which meant we had to reduce most Center grants by 5% and there were no funds for new short-term IDRC and JDIF funds. She stated that the new budget will go to the Economic Development Advisory Committee for review.

VIII. Discussion/ Action

1. Regional Training for Program Improvement- Chuck Wisely, Lyla Eddington

Chuck Wisely discussed the need for improvement of activities in the RFA. One area was the need for workshops throughout the state. He stated that the Chancellor's Office will conduct 16 three to six hour workshops.

These workshops will cover introduction to the Instructional Improvement Resource Guide, core indicators, LMI data, demand data, hands on experience of analysis and problems that may arise. These will start in Jan/Feb/early March, but may be offered late fall. One training per region is scheduled then those who have large areas will possibly have an additional workshop. Mike Moyers will be contacting each chair at the CCCAOE regional meetings and get particulars of what is offered and trainers to teach each of these workshops. Mike will oversee all aspects of these trainings. A suggestion was to list all of the training being offered throughout the state, so representatives from other regions could attend if unable to attend training in their own region. Faculty project leads, topics, dates, who will be trainers etc will be discussed at a later date.

Additionally, Chuck stated that another set of training will occur next year for 04-05 but the details still need to be worked out.

IX. Regional Activities Updates – Consortia Chairs

1. Central Region –Joint Special Populations Advisory Committee “Statewide Conference Announcement” – Sue Clark

Sue Clark from the Central Regional Consortium mentioned that their region took over responsibility on July 1 for the Joint Special Populations Advisory Committee and the planning of this two day conference. She stated that the topic is “A Framework for Understanding Poverty”. The conference will focus on the recruitment, training and advising of the economic disadvantaged. The Central Consortium will pay room and board for double occupancy, materials, air travel and mileage, etc. She hopes to have full participation of 150 individuals. She mentioned that this conference involves K-Adult schools.

Sue Clark requested confirmation if individuals from each region would hand out posters for promoting special populations. She will send a box to each Regional Consortia Chair for distribution.

2. Los Angeles/Orange County Regional Consortium

i. Workforce Leaders Report – Lyla Eddington & Susan Coleman

Lyla Eddington stated that the Workforce Leaders Conference will be held on April 28-30, 2004 at Lake Arrowhead. The guest speaker is Terrah Stearns. Some of the possible topics for discussion are Creative Problem Solving, Time Management and Setting Priorities. She requested that potential leaders attend.

ii. Career Development & Work-based Learning - Susan Coleman

Susan Coleman requested confirmation if all the Regional Consortia Chairs were receiving the QT flyers. She stated that they are currently partnering with the Career Development Advisory Committee in each region to dovetail training. She mentioned that they were looking into the possibility of packaging QT as email modules which could be used by any person and broken into specific sections.

3. Other

Sandra Mellor from Bay-Interior Bay provided promotional items for the BACCC to all attendees. She mentioned that these will be included in the CCCAOE conference packets. Sandra told the Regional Consortia to contact her if they were interested in creating similar products for their colleges.

Janis Caston from North/Far-North mentioned that they were having problems with getting volunteers to be reader’s for their mini-grants and requested volunteers from this group. Tanya Burke from South Central volunteered.

Future Meetings

October 15-17, 2003 – Ontario CCCAOE – So. Central Host

January 9, 2004 – Sacramento w/CCCCO – LA /Orange Co. Host

March 17-19, 2004 – San Francisco w/CIO’s - CCCAOE

May 24, 2004 – Sacramento w/CCCCO – Central Host

July 26-27 Humphrey’s (Retreat) San Diego/Imperial Co Host