



Combined Strategy Workgroup - Adult Education Block Grant (AEBG)

November 14, 2017 9:00am – 11:00am

**Location: College and Workforce Preparation Center
1572 N. Main Street, Orange, CA 92867**

Present: Alicia Ayers, Rudy Frias, Karla Frizler, Sue Garnett, Chrissy Gascon, Angela Guevara, Rosalba Hernandez, Ray Hernandez, Donna Khalid, Osiel Madrigal, Greg Neitzl, Daniel Oase, Imelda Perez, Cathleen Peterson, Elaine Pham, John Tashima, Merari Weber

MINUTES

Item	Discussion	Action
Introductions: <ul style="list-style-type: none"> New members/guests 	New members/guests: <ul style="list-style-type: none"> Greg Neitzl from Orange County Jail Program Rudy Frias, Counselor at SCC 	
Approval of Minutes <ul style="list-style-type: none"> October 10, 2017 	Approval of minutes with minor corrections <ul style="list-style-type: none"> Donna Khalid moved Angela Guevara seconded Approved unanimously 	
2017 - Consortia Lead Summit <ul style="list-style-type: none"> Information from the state workgroup 	Chrissy Gascon had very little to report from the 2017 Consortia Lead Summit. <ul style="list-style-type: none"> The new campaign video did not represent our students (age, physical, race, etc.) We put through 3 story boards so far and there will be a 10 page magazine spread. 	
2018 AEBG Summit <ul style="list-style-type: none"> January 22-23 in Los Angeles 	<ul style="list-style-type: none"> 2018 AEBG Summit is January 22-23 in Los Angeles We submitted one Proposal for a Panel Discussion on Promising Practices, 	

<ul style="list-style-type: none"> • We submitted one Proposal for a Panel Discussion on Promising Practices, Leveraging Resources and Braiding Funds • Panelists include: Chrissy Gascon, Angela Guevara, Daniel Oase, Osiel Madrigal & Elaine Pham 	<p>Leveraging Resources and Braiding Funds</p> <ul style="list-style-type: none"> ○ Panelists include: Chrissy Gascon, Angela Guevara, Daniel Oase, Osiel Madrigal & Elaine Pham 	
<p>Workgroup Action Item: CASAS Update Record Forms – Update</p> <ul style="list-style-type: none"> • Forms are ready to be distributed to the instructors with directions and additional explanations on WIOA and AEBG data collection from OEC administration • Information and direction sheets were shared with CEC 	<ul style="list-style-type: none"> • Forms are ready to be distributed to the instructors with directions and additional explanations on WIOA and AEBG data collection from OEC administration. <ul style="list-style-type: none"> ○ Paper based forms. Collection from student must be on hard copy form. Students cannot do an electronic form. ○ Bubbles are filled in for certain classes and the student will add to the form. ○ If student has multiple classes they will update their information in each class. The system will add too and doesn't delete any other information. ○ Form is for exit (improvements) not enrollment. ○ Reporting is through Web Attendance. ○ Instructor inputs the information and then shreds the paper form that the student completed. • Information and direction sheets were shared with CEC. <ul style="list-style-type: none"> ○ Forms and direction sheets are for instructors. ○ Forms must be completed before the semester ends. ○ All instructors need to complete the CASAS Update Record Form. ○ If Outreach is calling students, they should give any info they receive back to the instructor (i.e., student got a job). 	<ul style="list-style-type: none"> • Chrissy Gascon will send out form and data dictionary to CEC. • Combined Strategy Workgroup will discuss the CASAS Update Record Form process after the semester is completed. The process will be modified as needed for the spring. • CASAS Update Record Forms to be discussed at Spring Flex Department meetings.

	<ul style="list-style-type: none"> • Suggestion to discuss and make changes to process after this semester is completed. • CASAS Update Record Forms will be discussed on Spring Flex Department meetings. 	
Sub-committee Reports: <ul style="list-style-type: none"> • ESL 	<ul style="list-style-type: none"> • ESL to Medical has been submitted. 	
<ul style="list-style-type: none"> • ASE/ABE 	<ul style="list-style-type: none"> • Nothing reported 	
<ul style="list-style-type: none"> • CTE – Report from Daniel Oase 	<ul style="list-style-type: none"> • Daniel Oase presented new business skill classes. <ol style="list-style-type: none"> 1. Home Based Business Certificate 2. 3D Printing / Advanced Manufacturing <ol style="list-style-type: none"> a. 3D Printing b. 3D Modeling c. 3D Animation 3. Certified Nursing Assistant Program <ol style="list-style-type: none"> a. Starts in January 2018 b. CNA license 170 hours c. 2 Class Series 100 hours d. Clinical at New Orange Hills 4. Medical Assistant <ol style="list-style-type: none"> a. Agreement with South Coast College b. 2 of the 7 classes are free 5. Digital Marketing Certificate <ol style="list-style-type: none"> a. 3 classes b. Overview c. Analytics d. Multi-Media Tools • Daniel Oase discussed future business classes: <ol style="list-style-type: none"> 1. Cryptocurrency – The Digital Coin <ol style="list-style-type: none"> a. Mining Bitcoins b. ecommerce & Regular Commerce 2. Financial Advisor <ol style="list-style-type: none"> a. Series 6 b. Series 65 License 	<ul style="list-style-type: none"> • Daniel Oase to email video link to everyone • Chrissy Gascon to send a digital copy of the new classes to everyone

	<ul style="list-style-type: none"> • Dialogue after Daniel Oase's Presentation: <ul style="list-style-type: none"> ○ CTE needs to be marketed better. ○ Would be nice to include the Digital Marketing classes as part of the classified Professional Development. ○ Employer support needed for CTE classes in order to connect students with an employer. ○ CTE should be connected with employers. We need to build relationships with employers. ○ Focus needs to change and follow-up with employers is needed. ○ Possible job shadow day or tour at businesses as part of CTE class. ○ Work based learning ○ Collaborate with One Stop • CTE will be CE (Career Education) and not Career Technical Education 	
<ul style="list-style-type: none"> • AWD 	<ul style="list-style-type: none"> • Nothing reported 	
<ul style="list-style-type: none"> • Other 	<ul style="list-style-type: none"> • Department of Rehab moved into CWPC <ul style="list-style-type: none"> ○ Department of Rehab helps find job placement for those with a disability. ○ Very broad spectrum of disabilities and many of our students fit into this realm. ○ Arturo Hernandez, Sr. Vocational Rehabilitation Counselor, will be at CWPC on Wednesday afternoons and all-day Thursdays. ○ Department of Rehab can assist with clothing, transportation, interviewing, money, etc. ○ Department of Rehab is open to the public. 	<ul style="list-style-type: none"> • Chrissy Gascon to distribute a flyer with Department of Rehab, Arturo Hernandez's availability.

	<ul style="list-style-type: none"> ○ This is another service that we are offering to our students. ● CWPC hopes to have DSPS on site Mondays and Tuesdays in the Spring. 	
Requests for Proposals: <ul style="list-style-type: none"> ● No proposal requests 	<ul style="list-style-type: none"> ● No proposal requests 	
Sub-committee Meetings and Dates <ul style="list-style-type: none"> ● Please send meeting dates and times to AEBG Director so that they can be listed on the AEBG website calendar ● www.ranchosantiagoadulted.com 	<ul style="list-style-type: none"> ● Please send meeting dates and times to AEBG Director so that they can be listed on the AEBG website calendar. 	<ul style="list-style-type: none"> ● Please send meeting dates and times to AEBG Director so that they can be listed on the AEBG website calendar.
Next Meeting:	<ul style="list-style-type: none"> ● Tuesday, December 12 ● Next Executive Committee Meeting will be Tuesday, December 5 at CWPC 	
Other		
Future Meetings: All meetings will be held on at CWPC from 9:00am – 11:00am, unless otherwise noted. 2017: Tuesday, December 12 2018: Tuesday, January 9; Tuesday, February 13; Tuesday, March 13; Tuesday, April 10; and Tuesday, May 8 (June, July & August: No meetings due to off-contract)		