



Building Skills, Advancing Careers

RSAEC Executive Board Meeting –California Adult Education Program (CAEP)

DATE: February 17, 2026

TIME: 9:00am – 10:00am

ZOOM: 891 3643 5380

College and Workforce Preparation Center

1572 N. Main Street, Orange, CA 92867

(714) 628-5999

Members Present: Chrissy Gascon, Amy Avina, Lorena Chavez, Lisa Green, Fatinah Judah

Members Absent: Leticia Alvarado, Wendy Rhinehart

Guests:

Minutes

Item	Discussion	Action
Introductions	The RSAEC Executive Board meeting started at 9:20AM .	
Approval of agenda	A motion to approve the agenda was made by Lisa Green and seconded by Amy Avina All members voted in favor.	
Approval of consent agenda • Minutes: Approval of Minutes (01/27/26)	Tabling 01/27/26 Minutes until the next meeting on Tuesday, February 24, 2026.	
<p>Discussion Items:</p> <p>Programs</p> <p>Santiago Canyon College:</p> <ul style="list-style-type: none"> • Community Health Worker • Mental Health Technician <p>Santa Ana College:</p> <ul style="list-style-type: none"> • Vocational Nursing (LVN) *LMI data needed (check with SCC - provided in Round 2) • Doula (Birth) *LMI data needed • Certified Wellness Coach <p>Garden Grove Adult Education:</p> <ul style="list-style-type: none"> • Medical Assistant (Front Office) 	<p>Programs</p> <p>Santiago Canyon College:</p> <ul style="list-style-type: none"> • Chrissy shared that CWPC has two new programs that will be added to the curriculum this semester. Faculty have already been hired for both programs and work has been started on these two new programs. <p>Santa Ana College:</p> <ul style="list-style-type: none"> • Lorena presented new programs that she would like to include. The first is short-term nursing and the hiring of a full-time, tenure-track faculty member to expand on this particular pathway. She also shared that a doula is a new 	

	<p>pathway being developed. Additionally, a Certificate in Wellness Coaching is proposed as an interdisciplinary approach that will bridge the culinary program and SAC Nutrition.</p> <p>Garden Grove Adult Education:</p> <ul style="list-style-type: none"> • Amy discussed expanding ELL Pathway options and pivoting with Phlebotomy and introducing a Medical Assistant program, which would serve as a strong entry-level opportunity, particularly for community college students and recent high school graduates. 	
<p>Vote to Approve:</p> <ul style="list-style-type: none"> • Budget Projections for the application (Tier 3: \$3,000,000-\$5,000,000) • Santiago Canyon College – 45% (5m=\$2,250,000) (4m=1,800,000) (3m=\$1,350,000) • Santa Ana College – 38% (5m=\$1,900,000) (4m=1,520,000) (3m=\$1,140,000) • Garden Grove Adult Education – 17% (5m=\$850,000) (4m=\$680,00) (3m=\$510,000) 	<p>A motion to approve the Percentages was made by Amy Avina and seconded by Lorena Chavez. All members voted in favor.</p>	
<p>Vote to Approve:</p> <p>Programs</p> <p>Santiago Canyon College:</p> <ul style="list-style-type: none"> • Nursing Assistant (CNA)* *includes CNA Acute Care) • Vocational Nursing (LVN) • Phlebotomy • Medical Assistant • Medical Billing • Medical Coding • Behavior Technician • Peer Support Worker • Lactation Education* <p>*includes Lactation Educator Specialist, Lactation Consultant Education and Lactation Practitioner. Also - a credit pathway to the International Board</p>	<p>A motion to approve the Programs was made by Lorena Chavez and seconded by Amy Avina. All members voted in favor.</p>	

<p>Certified Lactation Consultant (Certificate of Achievement)</p> <p>NEW</p> <ul style="list-style-type: none"> • Community Health Worker • Mental Health Technician <p>Santa Ana College:</p> <ul style="list-style-type: none"> • Nursing Assistant (CNA)* *includes CNA Acute Care • Dental Assistant • Biotech Lab Technician • Surgical Technician • Community Health Worker <p>NEW</p> <ul style="list-style-type: none"> • Vocational Nursing (LVN) *LMI data needed (check with SCC - provided in Round 2) • Doula (Birth) *LMI data needed • Certified Wellness Coach <p>Garden Grove Adult Education:</p> <ul style="list-style-type: none"> • Pharmacy Technician <p>NEW</p> <ul style="list-style-type: none"> • Medical Assistant (Front Office) 		
<p>Board Approvals for 2026-2027</p> <p>RSCCD – approved</p> <ul style="list-style-type: none"> • GGAE – approved • OUSD – approved • SAUSD – approved • OCDE – approved 		
<p>Announcements:</p> <ul style="list-style-type: none"> • <p>Upcoming Events:</p> <ul style="list-style-type: none"> • 		
<p>Upcoming 2026 Due Dates and important Information:</p> <p>February 2026</p> <ul style="list-style-type: none"> • Feb 28: Preliminary allocations for 2026-27 and 2027-28 released by this date. 		

March 2026

- **Mar 1:** 25/26 Member expense report is due in NOVA. (Q2)
- **Mar 31:** End of Q3
- **Mar 31:** 25/26 Member Expense Report certified by Consortia in NOVA (Q2)*

April 2026

- **Apr 30:** Student Data due in TOPSPro (Q3)
- **Apr 30:** Employment and Earnings Follow-up Survey

May 2026

- **May 2:** CFAD for 2026-27 due in NOVA *

June 2026

- **Jun 1:** 25/26 Member Expense Report due in NOVA (Q3)
- **Jun 30:** 25/26 Member Expense Report certified by Consortia in NOVA (Q3) *
- **Jun 30:** End of Q4

**Items with an asterisk are consortium deliverables*

Other:

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Future Meetings: 4th Tuesday of the month, unless otherwise noted. Location: CWPC Conference Room Time: 9:00am – 10:00am

- **2026:** February 24, March 24, April 28, May 26, June 23