



**Salinas Valley Adult Education Consortium (SVAEC)  
Regular Steering Committee Meeting  
August 18, 2021 | 2:30 – 5:00 p.m.  
VIRTUAL MEETING**

Zoom Meeting Link & Dial-In:

<https://cccconfer.zoom.us/j/91341122633> | Dial: +1 669 900 6833, Meeting ID: 913 4112 2633

Meeting materials in public Google Drive folder:

<https://tinyurl.com/SVAEC-21-22>

**NOTES:**

- Agenda items must be submitted to the Director five (5) days prior to the meeting.
- All Member Districts must provide notification to the Director at least five (5) days prior to the meeting if there will be no Designee present at the meeting (in person or virtually).

**AGENDA**

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| <b>2:30 – 2:40</b> | <b>Call to order</b> <ul style="list-style-type: none"><li>• Roll call/establish quorum</li><li>• Guest introductions</li><li>• Approve meeting agenda and prior meeting minutes</li></ul>   |
| <b>2:40 – 2:50</b> | <b>Public Comments</b> ( <i>3 minutes max per person – anyone is welcome to speak and/or type comments in the chat box of the Zoom meeting</i> )   |
| <b>2:50 – 3:10</b> | <b>Member &amp; Partner Program Updates &amp; Announcements</b> ( <i>2 minutes max per agency</i> )  |
| <b>3:10 – 3:40</b> | <b>Action Items</b> <ul style="list-style-type: none"><li>• Brown Act</li><li>• SVAEC Member 21-22 Budget (highlight what you chose to do with your budget increases)</li></ul>  |
| <b>3:40 – 4:40</b> | <b>Discussion Items</b> <ul style="list-style-type: none"><li>• Sarah Hoeffel (collaboration between the MCFL and the SVAEC)</li><li>• MCWDB Presentation on the 2021-22 Community Healthcare Worker Training Program</li><li>• Strain on resources due to moving men to a new prison and having to duplicate services in two locations</li><li>• Changes to Independent Study</li><li>• Funding for ECE initiative</li><li>• The struggle with online instruction, testing, and payment points</li><li>• SVAEC By Laws</li><li>• SVAEC Retreat for Administrators</li><li>• SVAEC SEL for Administrators (August 27, 2021 from 1:00 p.m. to 4:00 p.m.)</li><li>• Debrief CASAS Summer Institute</li></ul> |
| <b>4:40 – 4:50</b> | <b>Information Items</b> ( <i>if time allows</i> ) <ul style="list-style-type: none"><li>• PLC Update</li></ul>  |
| <b>4:50 – 5:00</b> | <b>Final questions, comments, and reminders; adjourn</b> <ul style="list-style-type: none"><li>• <b>TE Users Meeting:</b> TBA</li></ul>  |



- **PLC Meeting:** TBA
- **August 1:** EOY/Q4 Student Data Reports due to State via TopsPro Enterprise & MIS (July 1 – June 30)
- **August 15:** Consortium 21-22 Annual Plan due to State in NOVA (Members must approve in NOVA)
- **Sep 1:** 19/20 and 20/21 Member Expense Report due in NOVA (Q4)
- **Sep 1:** July 1, 2020 to June 30, 2021 expenses by program area due (estimates only) in NOVA
- See Shared Google Folder for other CAEP deadlines & deliverables

Next Regular Steering Committee Meeting: **September 26, 2021 at 2:30 p.m. (virtual)**