



**Salinas Valley Adult Education Consortium (SVAEC)**  
**Regular Steering Committee Meeting Minutes**  
**February 16, 2022, 2:30-5:00 p.m.**  
**Location: Virtual via ZOOM and In-Person Meeting**

Meeting documents can be found in these 2 locations:  
 Shared Google Drive folder – <https://tinyurl.com/yd9gyhk>  
 SVAEC website – <https://svaec.org/steering-committee/>

**SVAEC Member Designees:**

<b>Member Designees</b>	<b>District/School</b>
Candice Camacho <i>Director, College &amp; Career Readiness</i>	Gonzales Unified School District (GUSD)
Laura Zavala <i>Director, Academic Affairs</i>	Hartnell College
Mostafa Ghous <i>Dean, Academic Affairs</i>	Hartnell College
Ana Gonzales <i>Director, Academic Affairs</i>	Hartnell College
Emily Tsai Brownfield <i>Director, Learning &amp; Student Readiness</i>	North Monterey County Unified School District (NMCUSD)
Aida Ramirez <i>Director, Educational Options</i>	North Monterey County Unified School District (NMCUSD)
Tatiana Roganova <i>Director, Salinas Adult School</i>	Salinas Union High School District (SUHSD)
Jeff Lopez <i>Principal, Soledad Adult School &amp; Pinnacles Continuation High School</i>	Soledad Unified School District (SUSD)
Paige Leebrick <i>Coordinator, Alternative Education</i>	South Monterey County Joint Union High School District (SMCJUHSU)
Greg Ludwa <i>Curriculum &amp; Math Senior Teacher</i>	Monterey County Office of Education (MCOE)
Ernesto Vela <i>Assistant Superintendent of Student Services</i>	Monterey County Office of Education (MCOE)

**Proxies for Member Designees:**

<b>Proxy</b>	<b>District/School</b>
Gloria Adame, <i>Teacher</i> (Proxy for Candice Camacho)	Gonzales Unified School District (GUSD)

**Others in Attendance:**

<b>Other</b>	<b>District/School/Organization</b>
Ivan Pagan, <i>Director, Academic Affairs</i>	SVAEC
Maria De Leon, <i>Program Assistant I</i>	SVAEC
Christian Regalado, <i>Program Assistant II</i>	SVAEC
Cathleen Andrews, <i>Senior Librarian</i>	Salinas Public Library
Ana Mendoza, <i>ESL Specialist</i>	Salinas Adult School
Janet Wohlgemuth, <i>Conservation Supervisor</i>	California Conservation Corps
Dana Howard, <i>Director of Communications, Outreach, Recruitment, and Enrollment</i>	California Conservation Corps
Jose Yanez, <i>Adult Ed Program Coordinator</i>	North Monterey County Unified School District (NMCUSD)



**Minutes:**

<b>Time (p.m.)</b>	<b>Agenda Item</b>	<b>Description</b>
2:33	Call to Order	Ivan Pagan, Director of the Salinas Valley Adult Education Consortium (SVAEC), called the meeting to order at 2:33 p.m.
2:33	Roll Call	North Monterey County: present Hartnell: present Salinas: present MCOE: present Gonzales: present Soledad: present South Monterey County: present as of 2:44 p.m. <b>Quorum = 6 members.</b> A quorum was present. Quorum is 5 members.
2:39	Approval of Agenda	<b>Motion</b> to approve today’s agenda. First: MCOE Second: North Monterey County All in agreement (6/6). No abstentions. Motion carries.
2:42	Approval of Minutes	<b>Motion</b> to approve minutes of January 19, 2022, meeting. First: Soledad Second: MCOE All in agreement (6/6). No abstentions. Motion carries.
2:42	Introductions	All attendees were asked to type their name and agency in the Zoom meeting chatbox or, if calling in by phone, to speak their name and agency.
2:43	Public Comments	Janet Wohlgemuth, <i>Conservation Supervisor</i> from California Conservation Corps, presented about the services that California Conservation Corps offers.
2:44	Member & Partner Program Updates & Announcements	Reports were presented by the following: South Monterey County Soledad Gonzales MCOE Salinas Hartnell North Monterey County SVAEC
3:19	Action Items	<b>Motion</b> to continue holding hybrid meetings under AB 361. First: South Monterey County Second: North Monterey County All in agreement (7/7). No abstentions. Motion carries.  <b>Motion</b> to approve Hartnell College as fiscal agent. First: MCOE Second: South Monterey County All in agreement (7/7). No abstentions. Motion carries.  <b>Motion</b> to approve Revised 21-22 Period II Timetable. First: Salinas Second: MCOE All in agreement (7/7). No abstentions. Motion carries.
3:40	Presentations	The following presentations were given: Presentation: Dana Howard, California Conservation Corps Presentation is available in the shared Google <a href="#">folder</a> .



3:24	Discussion Items	The following items were discussed:
3:59		<ul style="list-style-type: none"> <li>• Short-term career training</li> <li>• Dual enrollment for adult students</li> <li>• District plans in response to Omicron variant</li> <li>• Ideas for South County initiatives: What are your needs?</li> <li>• Memberships</li> </ul>
4:31	Information Items	The following items were shared:
		<ul style="list-style-type: none"> <li>• PLC Update</li> <li>• TE Users Update</li> <li>• Present proposed 22-23 allocation schedule</li> <li>• Schedules: 22-23 SVAEC Timeline Period I and 22-23 Steering Committee Meetings Dates</li> </ul>
4:41	Final Questions, Comments, and Reminders	The following items were shared:
		<ul style="list-style-type: none"> <li>• TE Users Meeting: February 23 at 2:30 p.m.</li> <li>• PLC Meeting: February 17 at 3:30 p.m.</li> <li>• February 28: Preliminary allocations for 2022-2023 and 2023-2024 released by this date</li> <li>• March 1: 19/20, 20/21, and 21/22 Member expense report is due in NOVA (Q2)</li> </ul>
4:42	Next Meeting	March 16, 2022, at 2:30 p.m. (virtual and in-person)
4:42	Adjournment	<p><b>Motion</b> to adjourn the meeting.</p> <p>First: MCOE Second: Gonzales</p> <p>All in agreement (6/6). No abstentions. Motion carries. The meeting was adjourned at 4:42 p.m.</p>

**Abbreviations:**

Agency/District Short Name	Full Name
North Monterey County	North Monterey County Unified School District (NMCUSD)
Hartnell	Hartnell College
Salinas	Salinas Union High School District (SUHSD)
MCOE	Monterey County Office of Education (MCOE)
Gonzales	Gonzales Unified School District (GUSD)
Soledad	Soledad Unified School District (SUSD)
South Monterey County	South Monterey County Joint Union High School District (SMCJUHS)

Minutes prepared by Maria De Leon and Ivan Pagan.