



**Salinas Valley Adult Education Consortium (SVAEC)
Regular Steering Committee Meeting
November 16, 2022 | 2:30 – 5:00 p.m.
VIRTUAL AND IN-PERSON MEETING**

Zoom Meeting [Link](#) & Dial-in Info:

Phone: 253-215-8782, Meeting ID: 949 6064 4105

Meeting materials in public Google Drive [folder](#):

In-person Meeting Information: Bldg. R, 14 Cypress Street, Hartnell College, 411 Central Avenue, Salinas, CA 93901

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). Designees may assign a proxy to attend in their absence.

AGENDA

2:30 – 2:40

Call to order

- Roll call/establish quorum
- Guest introductions
- Approve meeting agenda and prior meeting minutes

2:40 – 2:50

Public Comments (*3 minutes max per person – anyone is welcome to speak and/or type comments in the chat box of the Zoom meeting*)

2:50 – 3:10

Member & Partner Program Updates & Announcements (*2 minutes max per agency*)

3:10 – 3:40

Action Items

- Brown Act
- Timeline Period II, FY 22-23, January – June 2023

3:40 – 4:40

Discussion Items

- Presentation: Fiscal Agent Model (Dana Galloway, Program Coordinator, West End Corridor/Chaffey Regional Adult Education Consortium & Todd Haag, Principal, Chaffey Adult School) (3:00-3:30)
- Presentation: Immigrant Integration Plan (Paul Rosenbloom, Owner/Principal, Paul Rosenbloom Consulting) (3:30-3:45)
- Presentation: CLDC Initiative (Robert Gomez, Instructor, Salinas Adult School) (3:45-4:00)
- Presentation: Emergency Planning Workshop (Stephanie Borrayo, PA I, SVAEC) (4:00-4:15)
- Possible move of SVAEC office
- Measurement of objectives in three-year plan

4:40 – 4:50

Information Items (*if time allows*)

- PLC Update
- TE Users Update



4:50 – 5:00

Final questions, comments, and reminders; adjourn

- TE Users Meeting: TBD
- PLC Meeting: November 22, 3:30 p.m.
- 11/30: FY 22-23 Member Workplans and Budgets certified by Director in NOVA
- **12/1: Q1 Expenditure Reports due to State in NOVA (July 1-September 30)**
- **12/1: Expenditures and Instructional Hours by Program Area due to State in NOVA (FY 21-22 actuals)**
- **12/1: Expenditures and Instructional Hours by Program Area certified by Director in NOVA (FY 21-22 actuals)**
- 12/31: Q1 Expenditure Reports certified by Director in NOVA
- 12/31: All 20-21 carryover funds must be spent (unspent funds will be reallocated by Consortium)
- 12/31: End of Q2
- 1/13: Q2 Expenditure Reports due to Consortium in Smartsheets (10/1-12/31) (optional)
- 1/13: Q2 Invoices due to Director
- 1/13: P1 Narrative Progress Report due to Director

Next Regular Steering Committee Meeting: **January 18, 2023, at 2:30 p.m. (virtual and in person)**