



**Salinas Valley Adult Education Consortium (SVAEC)  
Regular Steering Committee Meeting  
March 15, 2023 | 2:30 – 4:00 p.m.  
VIRTUAL AND IN-PERSON MEETING**

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

Phone: 301-715-8592, Meeting ID: 919 7361 9519

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

**In-person Meeting Information:** Soledad Education Center, Room 111, 1505 Metz Rd, Soledad, CA 93960

**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 – 2:35**

**Call to order**

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

**2:35– 2:40**

**Public Comments** (*2 minutes max per person – anyone is welcome to speak and/or type comments in the chat box of the Zoom meeting*)

**2:40 – 3:00**

**Action Items**

- Change to Bylaws to reflect AB 1491 requirements.
- Selection of fiscal agent or direct funded model.
- Open house

**3:00-3:45**

**Discussion Items**

- Presentation: Talya Mainzer, *Program Development Manager*, Gateway Center of Monterey County (3:00-3:10)
- Dual enrollment for adult students
- Serving ag community
- Local TE meeting
- Newsletter
- Get Connected CA
- One-on-one performance meetings
- Extra budget

**3:45 – 3:55**

**Information Items** (*if time allows*)

- PLC Update
- TE Users Update
- Spring student needs assessments
- Allocation schedule
- AB1491 guidance
- Stephanie's workshops: Emergency Planning Workshop & Know Your Rights Workshop
- Stephanie's outreach highlights



**3:55 – 4:00**

**Final questions, comments, and reminders; adjourn**

- TE Users Meeting: TBD
- PLC Meeting: March 21, 3:30 p.m.
- 3/31: Q2 Expenditure Reports certified by Director in NOVA.
- 3/31: Closeout of 19-20 funds certified by Director in NOVA.
- 3/31: End of Q3
- 4/14: Q3 Expenditure Reports due to Consortium in SmartSheets (Optional)
- 4/14: Q3 Invoices due to Director
- 4/14: First Drafts of Member 23-24 Workplans due to Director
- 4/19: Approve CFAD

Next Regular Steering Committee Meeting: **April 19, 2023, at 2:30 p.m. (in person with virtual option)**