



**Steering
Committee**

Joyce Johnson
MSJC
Co-Chair

Lucie Gonzalez
Riverside County
Office of Education
Co-Chair

Nohora Vazquez
Lake Elsinore USD
Co-Director

Jasmine Port
MSJC
Co-Director

Melissa Lee
Banning USD
Member

Matthew Centofranchi
Hemet USD
Member

Anthony Coronado
Beaumont USD
Member

Morgan Quick
Murrieta Valley USD
Member

Dr. Pauline Garcia
Perris UHSD
Member

Ken Swanson
San Jacinto USD
Member

David Schlottman
Temecula Valley USD
Member

AEP Steering Committee Meeting
Fri., October 11, 2024 - 9:00 a.m. – 12:00 p.m.

MVC – Building 3000, Rm 3026
28237 La Piedra Rd., Menifee, CA

MINUTES

Participants:

Blair Bradley – Hemet, Jasmine Port, Nancy Carr, Miriam Brijandez, Marlon Hernandez – MSJC, Nohora Vazquez – Lake Elsinore, Pauline Garcia – Perris, Morgan Quick – Murrieta, Ken Swanson – San Jacinto, Anthony Coronado – Beaumont, Melissa Lee – Banning, David Schlottman, Chris Rivard – Temecula,

I. Call to Order:

Meeting called to order at 9:04 a.m. by Jasmine Port

II. Approval of Sept. 13, 2024 Minutes

- Ken Swanson, San Jacinto moved to approve the minutes
- David Schlottman, Temecula, second
- All approved, so moved

III. CAEP Carryover Expenditure Plan

Jasmine: AB 1491 carryover spend downs. We are in year two. All members that were above that threshold have been identified and the expenditure plan needs to be in place by Nov. 15. We will hold a Zoom meeting to get an approval on the plans.

Nohora: We got flagged and the first thing we need to do is know that you can access Nova, that you can know where to look for the flag. The allocation will be on the top and the excess carryover will show our flag. Look into your own agency to determine if you are listed. We will contact the members in excess of the carryover, and we will write the plan and meet with you to present and make adjustments as needed based on your input.

Nohora (con't): Each of your fiscals will have an opportunity to approve. We will follow up. We need to track our progress. If we are meeting the milestones, we will be okay. It is important that you share your feedback, so we know we are all okay. Excessive carryover is like one-time money, so you need to spend it as you need. We need to support these expenditures. We have projects that we can use the funds for. We need to get that balance off our books. We will determine the members and discuss the plans you have in place. CAEP will be asking us what we need to make it happen. These things need to be spent at the district level so we will have one semester to move on it.

Blair: They may be looking at formulas, so we have this moment to bump up those allocations and we don't want to lose money, so we need to run at full capacity.

Nohora: The formula is coming and may be adjusted but if CAEP decides to go with the formula that is performance based. We need to understand our outcomes and understand how we get there.

Jasmine: We can distribute unallocated funds and bring it to the table.

David: I'm going to have this conversation with our fiscal people.

Blair: You need to add salaries to CAEP funding instead of completely through your district.

Nohora: These funds can be used for that, and we can share that information with you explaining that it is an allocation.

Blair: We don't historically get the same COLA, so it is important for those of us on the edge and trying to build. It is important that we spend this money and do it wisely to get the outcomes.

IV. Fiscal Approvals

Anthony: We would like approval of \$1,909 for our staff to attend the SRAE Professional Development event at Pechanga 10/16/24.

- David Schlottman, Temecula, moved to approve
- Pauline Garcia, Perris, second
- All approved, so moved

David: Capital Outlays for Temecula, \$7,616.44 for flat panel tv (instruction) and \$10,500.00 for video doorbell system

- Ken Swanson, San Jacinto, moved to approve expenses for Temecula
- Pauline Garcia, Perris, second
- All approved, so moved

Blair: Most of us are comingled so as the districts are tightening their belts, our districts will start charging us for services.

V. Consortium Professional Development

Jasmine: We will go over logistical details. We are expecting a full turnout. Nancy will send out a reminder email on Monday. We will be there at 1:00 p.m. and the event starts at 4:00 p.m. We can always use extra hands if you get there early. Bring your computer and your PowerPoint on a USB.

Nohora: You will need to familiarize yourself with the breakout room locations and what you are planning to present to your group. Keep your group together until you get to your breakout room. We need to keep groups together to make sure we can get started on time.

VI. Comments:

Marlon: Update: I have assisted 104 students with services, 97 students have been taken care of and 21 referrals to AJCC. Some of the students moving to college need follow up to move them through.

Jasmine: We will sidebar on that but the reminder for the leads, there is an outcomes column so your data person should be going into the spreadsheet and claiming those outcomes for your agency. We need to focus on those high transition groups. Don't hesitate to let Marlon know what you need.

Blair: We try to follow up with students as we see them. We must take responsibility and give Marlon good referrals.

Nohora: Don't forget to have your clerks go in ASAP and mark the outcomes.

Miriam: Start letting them know there is a deadline, so they get their applications in. MSJC won't see any of these students until they are in our system.

Nohora: We need to target those with the college goal. That population should be targeted to move them towards that pathway/outcome.

VII. Adjourn:

- Ken Swanson, San Jacinto, moved to adjourn
- Pauline Garcia, Perris, second
- All approved, so moved

Jasmine Port adjourned the meeting at 9:50 a.m.