



SOUTHWEST RIVERSIDE ADULT EDUCATION

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

Steve Rausa
Murrieta Valley USD
Member

Dr. Pauline Garcia
Perris UHSD
Member

Ken Swanson
San Jacinto USD
Member

Tim Dignan
Temecula Valley USD
Member

AEP Steering Committee Meeting
Fri., Dec. 8, 2023 - 9:00 a.m. – 12:00 p.m.

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

MINUTES

Participants:

Tim Dignan – Temecula, Lucie M. Gonzalez – RCOE, Blair Bradley – Hemet, Miriam Brijandez, Nancy Carr – MSJC, Pauline Garcia, Nancy Ulloa – Perris, Nohora Vazquez – Lake Elsinore, Todd Peel, Ken Swanson, Sheree Langston – San Jacinto, Anthony Coronado – Beaumont, Michelle Smith – Murrieta, Melissa Lee – Banning, Lenore DeJesus, Ruth Stanton – California Family Life Council

I. Call to Order:

Meeting called to order at 9:00 a.m. by Nohora Vazquez

II. Review/Approval of November 3, 2023 Minutes

- Ken Swanson, San Jacinto, moved to approve minutes
- Tim Dignan, Temecula, second
- All approved, so moved

III. Agency Placement Process:

Nohora: We have an agency placement process and we meet with the data team.

Blair: We have moved to a point where our data people are training each other and sharing their knowledge. They are doing great work; we will talk later.

Michelle: Need to know how we show outcomes.

Nohora: As non-WIOA, they are relying on WIOA members for the data. Keep track of CAEP data and even though not yet WIOA, keep the data to use at a future date. ASAP data can be incorporated into your documentation.

Lucie: We have a staff member that is attending the Riverside consortium meetings.

IV. CTE Program Planning:

Nohora: We want to get data on industries in our area. We got in contact with Launch, they are big in our county. They got an award yesterday for offering CTE Pathways to Launch. There are some inmates coming out and getting CDL licenses. We are meeting with Launch next week for them to explain what apprenticeships they are offering. There may be one or two CTE Pathways that we want to work with.

Tim: We need to look at the Labor Market Index to see which way we want to go.

Nohora: Melissa will be presenting LMI data for the semester and maybe even the year with the breakdown for the sectors and cities so we can see what we want to pursue.

Blair: Regarding governor recommendations for California's Master Plan for Career Education. We got information on CTE in defense of Adult Ed.

Anthony: It was to include Adult Ed.

Blair: We need to advocate for them not wanting to take Adult Ed out of the colleges. We went to battle 10 years ago, and we won so we need to keep an eye on that to make sure we understand what is going on.

Nohora: I saw the governor's budget and it didn't seem that there was anything disturbing. They are lowering the percentages to grow our funding, but we will be stable.

Tim: The governor may be wanting to pull funds from other areas.

Nohora: We will distribute that letter, so we know.

Ken: Launch is apprenticeship program?

Nohora: Yes, they want an apprenticeship model, and we fall into that. Not sure how they are taking care of people that need GED to move people through. They need to demonstrate that student was able to get into that apprenticeship work. They want to create a pipeline with us doing the GED and Pre-Apprenticeship to move students to where they can take them and move them forward in their careers.

Tim: Launch started in the Inland Empire and moved out from there.

Nohora: 90% of the business with 50 employees and the businesses are ready to grow. They showed how the pre-apprenticeship moved students into employees. We may even be able to get to the table with employers.

Tim: The traditional apprenticeship was in the trades and is a 4 or 5 year to complete. Now there are apprenticeships that are skilled based so students can accelerate. There need to be multiple onramps for students. We should be an onramp for those apprenticeships. Regarding pre-apprenticeships, I would like to see the students get some of the pre-reqs. done and we can let them know what they are getting in to. In the apprenticeships they have a high dropout rate because students don't realize fully what they got in to.

Ken: It would give our students a leg up to get into the apprenticeship programs.

Tim: To work and do the training, requires a lot so we need to provide those levels of support because there are some classes they are going to have to take.

Blair: Regarding our welding program, we can launch a pre-screening to inform students what they are signing up for.

Nohora: It will be helpful for those of us who do not have CTE programs. We are trying to figure out with the focus groups, and we need to have something more solid with our efforts towards Pathways and offerings. It will give more opportunities to bring more to the region. We have Planet Youth here today. There are students who come through with no hope.

Lenore: We have a masonry program we are running which leads into an apprenticeship program. We are hoping to add more classes because it is popular and a high-interest job for continuous employment. They are working on Tiny Homes for Vets and they grasp these skills and seeing them at the worksite it is great. When they get there the changes and their growth is amazing. EMWD got a grant and wanted to partner with us because they have a large amount of their staff who are going to be retiring so they are looking to us to train and some have been hired. Their salaries are very good. We are always looking for new opportunities bringing in more CTE classes. We are trying to do something with EMT. We want to help those coming out of jail to get involved with something and no reoffend. We service the entire area. We will get you some brochures.

Nohora: We need to utilize these youth programs and we need to provide the opportunities for the younger students, they don't show a lot of commitment so we need to show them and convince them that they can be successful. When students don't know what they really want to do, we can help them explore what is out there for them. Workforce has pathways for these kids.

Blair: What do you need for masonry? We have outdoor space.

Lenore: Yes, we need space. If you have some space, we would love to look at that.

Tim: There are so many students lacking professional skills. We need to help and create those skills. A lot are basic essential skills.

Lenore: We have students dress for success, we interview them, we provide resume assistance. We teach how to shake a hand, look someone in the eye, phone etiquette. We talk to employers and finding out what candidates are missing, and we focus on what is needed.

Tim: Does anyone have a basic skills class?

Nohora: Young people there need to have the career skills to graduate.

Blair: The Community College Chancellors Foundation created 21st century skills. It is a 20-session with videos and now they have a high school version and college level version.

Miriam: We offer the career classes with soft skills as well as professional preparation.

Tim: I think we should all have these classes for graduation.

Pauline: From CASAS last summer, there was a workshop about incorporating this training and I will be meeting to find out more about it.

Nohora: It would be nice to see the presentation and be part of our programs. We would like to have them present at our meeting.

V. SP24 Community Forum Planning:

Nohora: This is the May 10th forum and we were looking at other facilities that will be available and we will look into the details in January but we need to focus on the facility first and get that locked in. If we are all good with the Hemet location.

Tim: We can check with the Fairfield Inn in Menifee.

Nohora: Nancy will look into that, and Blair will check on Hemet using the same data from our event last year. We need to get invitations out to have coverage for the event. If Blair can get Hemet on that date, then we can send out a Save the Date if May 10th works.

VI. Counseling Feedback:

Nohora: We want to bring something solid to the group and get the feedback for the counseling piece working for your agency. We do not have counselors coming to your site unless you ask for it. Your staff needs to provide a list to the counselors of students in need of transition services, that is on you. We need the lists for the counselor so we can justify the use of the counselors. There are those wanting to know what our counseling model is, and they ask for the data and we cannot bluff and need to be able to show our outcomes. Others know per agency how many students were transitioned. We have been lax, and we need to fill in the information on what your counselor is providing to you.

Michelle: We had a discrepancy, and they don't come out to visit, that we would communicate with the students and get an appointment with a counselor. We liked when they came out.

Todd: I am a counselor and I present information. I think it would be more helpful to have the counselors visit our campuses. We can put out the information that a counselor will be onsite on a certain date so students can take advantage of meeting with them.

Anthony: We brought in extra duty counselors, but it is hard for our students to meet with the college counselors and for them to drive to SJC, that is a bit of a burden.

Blair: We now have a transition specialist, and she is working with the MSJC counselor, and we have had a rocky relationship in the past. She is working with Jackie. They work together mainly on the college side, but our specialist works with them in other areas. The new model is better than having them sit there on a regular basis so having them come on demand would be better. Make sure you ask what you want, they will work with you.

Anthony: It was nice they said they would come out to help so we need to be sure to ask what we need.

Pauline: We met with Jennifer and Veronica and we listed the students and showed their credits. We have a list of 113 and there are about 15 they haven't been able to connect with but they are making the calls and making appointments. We are monitoring the Google doc. When we had a counselor at the site, it was convenient. Next year, I would like to bring students back. I think it is a challenge to not have them in person. We track the students on their credits.

Blair: Recap, everyone is using them as a bridge to MSJC and other transitions we are working in-house.

Melissa: Traveling is a bit but we don't want them to have to sit there. We can coordinate events according to our areas.

Blair: It would be best to target the students who are ready and get them over the last hump.

Lucie: We met with Marlon and Charla and not aware of any further action so will be following up on that.

Tim: Charla and Marlon working with us a doing a good job.

Nohora: I'm glad you realize there is some of this that you need to do in your program. I agree they need to be proactive so we can set regular events for the students that are coming up. If we can document the counselors working with these students and transitioning them, we get credit for that. Please coordinate with your counselor so they can set up meetings with students. Jasmine and I will talk to them to see if we can set up regular meetings at your site.

Nohora: Funding request for Murrieta for Burlington 120 seats for \$11,520, one-time funds. We can approve the one-time cost and they will assume the maintenance.

- Tim Dignan, Temecula, to approve Murrieta request for funding
- Ken Swanson, San Jacinto, second
- All approved, so moved

Pauline: Request for FA23 Professional Development \$2,063.00 for eight of our staff members.

- Tim Dignan, Temecula, moved to approve Perris request for funding
- Blair Bradley, Hemet, second
- All approved, so moved

VII. Comments:

Tim: We need a clerk; Laura is moving to the district office.

Pauline: Evelyn Cuevas was nominated for Employee of the Year at our site.

VIII. Adjourn:

- Tim Dignan, Temecula moved to adjourn
- Lucie Gonzalez, second
- Approved, so moved

Nohora Vazquez adjourned the meeting at 10:21 a.m.