



Lassen County

AB 86 Adult Education Consortium

Minutes of May 12, 2016
LCC Boardroom @ 3:00 pm

The meeting was called to order at 3:00 P.M.

1. Dr. Hall welcomed everyone and called the meeting to order.

Names of those Present

Members (Schools):

Dr. Marlon Hall, Superintendent/ President of Lassen Community College
Lou Hamilton, Lassen College Board member
Dr. John Taylor, LCC Academic Resource Center
Fran Oberg, LCC Executive Assistant
Terry Bartley, LCC Comptroller
Cindy Howe, LCC DSPS Director
Lisa Gardiner, LCC Work Experience
Paige Broglio, LCC Coordinator of Special Grant Programs
Nathan Jersey, Kinship Coordinator
John Larrivee, LCC Foundation
Patty Gunderson, Superintendent of Lassen County Office of Education
Pam Pettengill, Westwood Unified School District Board Member
Kathi Sherman, Long Valley Charter School
Ann Weaver, Long Valley Charter School

Partners (Agencies and Business Partners):

Kim Keith, Alliance for Workforce Development
Shellie Anderson, Alliance for Workforce Development
Christina Adams, Alliance for Workforce Development
Jeff Hawkins, Lassen Library District
Jennifer Uruburu, Lassen County Senior Social Services Worker
Cody Evans, Lassen County Social Services Caseworker
Leslie Goni, Lassen County Social Services
Kearstin Anderson, Banner Lassen Medical Center

2. Public Comment - None

3. Approval of minutes from March 10, 2016

Jennifer Uruburu made the motion and Patty Gunderson gave the second to approve the minutes from the March 10, 2016 meeting. The motion passed unanimously. The minutes were sent out by email and copies also available.

4. New Adult Education Block Grant (AEBG) Updates

The biggest concern from consortiums around the state is that the AEBG funding came in too late this year, January 2016, to get programs running. Paige Broglio explained it will go into two-year carryover after June 30, 2016; and new funding for 2016-2017 cannot be co-mingled. The state will also be releasing more funding for data tracking of adult learners and program surveys. Adult learner student outcomes from education to workforce is the key result that AEBG is looking for. Patty Gunderson said our consortium needs to be sure we are within the guidelines for the seven program areas of AEBG. She mentioned the federal budget comes out in a few days, before the state budget finalizes in June. Paige Broglio mentioned that AEBG is 95% sure to be funded for 2016-2017, and then again for 2017-2018. She thanked the consortium for everyone's input, attending the meetings, and sticking together with us to obtain this adult education grant. A Power Point slide showed our consortium yearly allocations for AEBG.

5. Professional Development Presentation

Kittie Edson presented on the New World of Work training she attended in Sacramento on April 18-19, 2016. She said we have one of the best programs for the New World of Work in coordinating with Feather River College. This program integrates the 21st century soft skills curriculum into courses on campus for ten community colleges in California for 2015-17. Adult learners need these interpersonal skills, soft skills, and decision making skills to succeed and learn their personality types that will match them with local jobs, internships, and work experience opportunities. Speakers at this training included Bob Lander who explained that 4.4 million middle skill jobs currently need to be filled; and Shannon Wells talked about the digital badges that students earn after completing the soft skills-based training. These digital badges will roll out in the fall of 2016 at Lassen College. The New World of Work is very informative and skills today are looking very different than they did in years prior. It is a social imperative that people get back to work and jobs are out there that need employees. The Silver Tsunami is here with a large percentage of management and teachers retiring. Kim Keith mentioned that jobseekers are matched with Internships, and it is an important career catalyst to form partnerships. *(Revise to The Career Catalyst is the name of the program service for employers seeking to hire students for jobs or paid internships. A paragraph from the Career Catalyst handout "Supporting Students and Employers for Work Experiences. "*

<https://foundationccc.org/What-We-Do/Workforce-Development/Career-Catalyst-Career-Pathway/Benefits-for-Employers> Was presented from Kim Keith with a highlighted section to insert in Item 5 for revision.

Kittie Edson handed out a list of the 21st

Century Skills: Primary Attributes List with ten areas learners need to understand about themselves. Lisa Gardiner is very involved in the New World of Work and has been working with this collaborative college grant and is using these skills in her Work Experience program.

6. Mini Grant Allocation Programs Progress

Kinship-Parenting Skills-Nathan Jersey explained that they had talked to Judges Mallory and Vegarosa (**Revise to Verdarosa**) about the Parenting Life Skills workshops they are offering to the community, and the response is good about the program.

Westwood Ag Welding class-Pam Pettengill said the class was completed for the spring of 2016 with 13 adult students including 3 women. It was well received and they look forward to more short-term CTE night classes for adults.

Adult Literacy Program with Lassen Library-Jeff Hawkins, the Interim Lassen Library Director said they are still looking for a Literacy Coordinator, and the advertising is out. Dr. Taylor is working on the computer order for the program.

Steps to Success- Kittie Edson said they are getting the computers, classroom electrical and testing supplies needed in. The college has been approved as a HiSet testing center for high school equivalency testing. One CARS class of Career Life Skills had a late start this spring to accommodate adult learners.

Long Valley Charter School-is currently doing an online curriculum and computers to work on the diploma equivalency programs in the Doyle and Herlong areas. (**Revise to High School Diploma Program starting in Susanville and Doyle/Herlong. Students will receive a California Adult School Diploma**)

Modoc County Office of Education-is working with the Teach program there, a non-profit agency in Modoc County that is going to provide computer programs and a GED testing center in Alturas.

Dr. Hall mentioned that we want to make sure we are working with each other and not duplicating services or stepping on each other's program.

7. Mini Grant Application Review

A discussion was held about the update to the mini grant application with new due dates. Any equipment bought belongs to the AB86 Consortium and we need to keep

an inventory and tag it all. We should make sure of the equipment life span Terry Bartley mentioned. How should we word the application to allow for equipment and fixture upgrades? Each year is a different funding cycle and we cannot co-mingle funds and we should add to the application the funding year. We will use up carryover funds first before the next years funding is allocated. Dr. Hall will look at the mini grant application for verbiage and due dates this summer so fall programs could begin in time. We will review this application and due dates at the next meeting.

8. Updates to Annual Plan 2015-2016 with Mini Grants

The Lassen Annual Plan for our AB86 Consortium was submitted in November 2015 prior to receiving funding for AEBG. In our plan we described the high school equivalency programs as pertaining specifically to the GED test and preparation. And we described the mini grant process that was approved to use, yet no allocations had been made yet. Now we have approved mini grants doing different types of high school equivalency in our region, that verbiage needs to change: "*from GED to high school equivalency*" in our Annual Plan for 2015-2016. Patty Gunderson made the motion to approve the revisions and John Taylor gave the second. The motion passed by consensus with one no vote noted. The Annual Plan was handed out for review during this discussion.

9. Updates to Annual Budget

We will approve any budget changes at the next meeting for carryover funding. All disbursements must be consortium approved.

10. Next Meeting Date: Thursday, June 16th at 3:00 in the LCC Boardroom

Adjournment at 3:53 p.m.