



South Central Coast Regional Consortium (SCCRC) Meeting
DRAFT MINUTES
April 20, 2018
At Pierpont Inn, Ventura

CLICK HERE TO REGISTER FOR MEETINGS AND EVENTS: <https://sccrcolleges.org/>

9:00 – 9:15 Welcome and Introductions

- Karen Miles, our regional Career Pathways Technical Assistance Provider (TAP) has taken a position with WestEd. She will stay with the SCCRC for few hours a week to keep things going with the help of support staff at College of the Canyons (CoC) that will continue the work until a replacement is found.
- Regional Strong Workforce Program (SWP) Fiscal meeting is this afternoon with representation from all colleges including Santa Barbara City College (SBCC) as the regional SWP fiscal agent and Matt Roberts from the Chancellor’s Office.
- Attendee list on the last page.

9:15 – 9:20 Approval of March 8, 2018 SCCRC Meeting Minutes [SCCRC Meeting Minutes](#)

- Approved Christina; Seconded by Alan
- Final will be posted to website

9:20 – 9:30 New Programs

- Antelope Valley College (AVC) Commercial Music program vote: Recommended. (SBCC- yes; AHC- yes; OC- Yes; Ventura- yes; CoC- yes; AVC- yes; MC - texted yes; Cuesta – yes)
 - o Laureano discussed the new regional program recommendation process and asked about the requirement to use Center of Excellence (COE) provided LMI data.
 - o All of the regions agreed to require COE provided LMI as part of the regional recommendation process to standardize the data required. Additional data can be provided and uploaded to the online regional program submission system.
 - o From now on the COE LMI report at a minimum is required on all regional program recommendation submissions. Go to this link for the SCCRC Regional Program Recommendation Process: [Regional Program Recommendation Process](#) (on SCCRC website)
 - o Luann will go into the online submission system and change the status of the AVC Commercial Music program submission in the online system to “Recommended”.
- Reminder about the agreed upon verbal notice of intent at meetings or physical written Notice of Intent. The purpose of the Notice of Intent is to get input, let others know



what other colleges are working on, involve the DSN's, etc. Luann will ensure that the appropriate DSN also gets a copy of the Notice of Intent.

- Moorpark College Notice of Intent distributed (see April 20, 2018 SCCRC meeting folder) and discussed:
 - o Mobile App Development and Web Design
 - o Commercial Dance
 - o Harriet brought up data reporting issue for self-employed; Adele responded. Discussion of entrepreneurship content in programs, guided pathways, career counseling and planning for those in the gig economy.

9:30 – 9:45 **Standing Reports**

- Chancellor's Office – see email from Katie regarding Perkins
- CCCAOE Board Report
 - o Christina announced that she is now the Associate Regional VP but hasn't yet attended any meetings in her new role.
 - o The CCCAOE Leadership Academy was brought up by Renee as an excellent learning opportunity. Talk to Julius or Robert for additional information.
- Joint Special Populations Advisory Committee (JSPAC)
 - o Josepha reported that the Bylaws are being revised. It has been difficult to find people to serve on the committee because all of the work is done by the committee membership. They also want to also make sure everyone has representation at the state level. July is when she will know the level of work and requirements involved as a JSPAC rep.

9:45 – 10:30 **Key Talent Updates** (Regional Chairs (RC), K14 Technical Assistance Provider (TAP), Center of Excellence (COE) and Deputy Sector Navigators (DSNs)

- See the Key Talent Report PPT in the April 20, 2018 meeting folder.

10:30 – 10:45 **Break**

10:45–11:50 **Strong Workforce Program Discussion**

- May 4th SCCRC meeting will be devoted to SWP:
- Challenges, opportunities and lessons learned so far in with SWP planning, implementation and outcomes (feedback from the group)
 - o Frustrating that Chancellors Office didn't create a guide before this all went out. Need clearer direction especially around the fiscal piece.
 - o First in first out doesn't align with implementation of projects in NOVA. Hard to implement within the existing structure because projects are fluid.
 - o Ineffective Steering Committee structure because decisions are made without all of the information with the higher levels on the committee being too far removed from the details and complexities.
 - o With regard to the Steering Committee, executive levels report that they don't feel they have buy-in with the representation that's there. Complexity of the SWP is not readily understandable with only limited involvement. Need bullet points and must be understandable! Too much of a chaotic structure i.e. with due dates. Timeframes and enough time needs to be given for internal processes. Alignment needed or for state to say what the process is.

- Steering Committee doesn't participate in the larger SCCRC group meetings so decisions are being made that may not reflect the regular SCCRC group's detailed discussions. Steering Committee should be involved in the larger group—too far removed.
 - Steering Committee members should be required to be consortium members (attend regular meeting); too much culture and context is lost.
 - Clearer direction needed to differentiate between supplementing and supplanting. Stronger language needed; how will it be enforced? Parameters for grant funding, accounting guidelines that must be followed, enforced alignment, etc.
 - Some not so sure we need more specific guidelines as they may not be so familiar with what's happening in the field. Concerned about unrealistic guidelines, timelines, and deadlines for input into NOVA.
 - When innovating or piloting, flexibility is needed.
 - Sustainability is an issue if the SWP funds go away or are significantly reduced.
- Luann plans to organize a Project Leads meeting to discuss process, timelines and appropriate use of funds.
 - How are we impacting the metrics? Go to SWP tab and use Launchboard to see state, regional and college data.
 - Status of Steering Committee Budget Parameter document:
 - Luann, Julius, Dianne Van Hook, Bonnie Suderman and Kim Hoffmans are working as a sub-committee on an update. Currently on revision two.
 - Update on 16-17 “on-track” spending
 - Invoices- money needs to be spent by beginning-mid of November, optimally. Suggestion made that this is added to policy/procedures so that there's a little wiggle room in late Nov/early Dec to spend out.
 - Status of 17-18 Incentive funding into NOVA as well as 17-18 83.5% projects
 - Sent out the request for input at the end of March; another went to Deans that still needed to provide information.
 - NOVA will not allow for quarterly reporting until next fiscal year
 - Need to discuss reallocation plan.
 - Need to know sooner than later if you're not going to spend all your money.
 - 17-18 Incentive funded projects need to be entered into NOVA if they haven't been already. See allocation chart on the last page.
 - Planning for 18-19
 - June 1 into NOVA is unrealistic (except for maybe regional projects that are ongoing); will focus on this at the May meeting.
 - Suggestion made to put buckets of funding as placeholders into NOVA with detail to follow. Many of the colleges/districts have new and elongated processes for deciding how to use local and region SWP funds.
 - Matt Roberts, Dean of Field Operations at the Chancellor's Office arrived:
 - June 1 is still deadline for 18-19 input into NOVA for local and regional SWP funds. Trying to get in front of the planning cycle.
 - First in, first out – use all of the 16-17 SWP funds first.

11:50 – Noon **Retreat Update**

- June 10-12, 2018 in Cambria (Tentative Plan)
 - Sunday 10 – 12:30 pm - CIO meeting

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- Sunday 1:00 – 5:00 pm – Steering Committee (budget parameters, roles and responsibilities, terms, etc.)
 - Monday 8:30 – 4:30 pm – SCCRC meeting (annual planning)
 - Tuesday 8:30 – 11:30 am – SCCRC Business meeting
- Draft agenda forthcoming. Region covers rooms and food during sessions with Sunday and Monday night dinner on your own. Detailed information on registration, lodging, etc. will be provided soon.
 - Question about retreat and addressing strategic plan and guiding goals/principles. This will be discussed at the retreat.

New Action Items:

Action Items	Due Date	Responsible Party	Completion Date/Notes
1. Change the status of the AVC Commercial Dance program from SUBMITTED to RECOMMENDED		Luann	May 11, 2018
2. Set up a meeting for all regional SWP project leads.		Luann	After the Retreat in June
3. Draft a 18-19 Regional SWP Spending plan and distribute to the region.	ASAP	Luann and Diane	

Other Helpful Links and information:

- Industry Sector Projects in Common (ISPICs) [ISPIC Index](#)
- South Central Coast Regional Consortium SWP Information [SCCRC SWP](#)
- Allocations, Guidance Memos, SWP Metrics, NOVA Regional and Local Online System, etc. [DWM website \\$200M SWP](#)
- Statewide Career Education Rebranding and Marketing Update
 - [Career Education Toolkit](#)
 - [California Career Education website](#)
 - [Doing What Matters Showcase \(Workforce Champions\)](#)
 - [Career Education Rebranding Updates \(Internal\)](#)
 - [CCCCO's CTE Rebranding Marketing Campaign Videos](#)

SWP 17-18 South Central Coast Regional and District Positive Incentive Funding Allocations								
District	From Chancellor's Office: 17-18 Incentive Funding Regional Share 40% Allocation	From Chancellor's Office: 17-18 Incentive Funding District (Local Share 60%) Allocations	% of Total Local Share Allocation (\$1,557,261) in Region	Regional College Share Based on Incentive Funding Percentages (% x Regional Share Total - \$1,020,098)	2/23/2018 SCCRC Voting Group Recommendation based on Original 16-17 Local Share 60% Allocation Percentages	2/23 SCCRC VOTING GROUP RECOMMENDATION Regional College Allocation based on Original 16-17 Local Share Allocation Percentage	2/26/2018 Steering Committee APPROVED BLENDED SHARE PERCENTAGE (Average of 16-17 Original Share % and Incentive Funding %)	2/26/2018 Steering Committee APPROVED BLENDED SHARE Regional College Allocations for 17-18 Incentive Funding
Allan Hancock		\$ 263,077	16.9%	\$ 172,330	12%	\$ 122,411	14.4%	\$147,370
Antelope Valley		\$ 186,107	12.0%	\$ 121,910	18%	\$ 183,616	15.0%	\$152,763
San Luis Obispo		\$ 95,177	6.1%	\$ 62,346	11%	\$ 112,210	8.6%	\$87,278
Santa Barbara		\$ 193,685	12.4%	\$ 126,874	12%	\$ 122,411	12.2%	\$124,642
Santa Clarita		\$ 426,515	27.4%	\$ 279,390	15%	\$ 153,014	21.2%	\$216,202
Ventura		\$ 392,700	25.2%	\$ 257,240	32%	\$ 326,429	28.6%	\$291,834
South Central Coast Region	\$ 1,038,251	\$ 1,557,261	100.0%	\$ 1,020,090	100%	\$ 1,020,090	100.0%	\$1,020,090
Total Regional 40% Share less Regional Admin and Fiscal Agent Support Share	\$ 1,020,090							
Incentive Fund Regional Share Allocation	\$1,038,251							
83% Regional Share Allocation	\$4,624,959							
TOTAL 17-18 REGIONAL SHARE	\$5,663,210							
Total Regional Share X 5% For Regional Admin and Fiscal Agent Support Share	\$283,161							
Set aside from 83%	\$265,000							
Additional funding for Regional and Fiscal Agent Support from the Regional Share of Incentive Funding	\$18,161							
				\$1,038,251	Regional Share of Incentive Funding			
				\$18,161	Less additional RC admin funding for full 5%			
				\$1,020,090	Amount of 17-18 Incentive Funding distributed among districts in the region			

- **Incentive Funding Allocations:** [Strong Workforce Program Positive Incentive Funding for District and Region Allocations for 2017-18 Memo](#)
- For additional details on the incentive funding calculations, go to: [SWP Incentive Funding](#)

2017-2018/2018-19 Planning and Decision-Making Timeline

APR 26 and MAY 1	SCCRC SWP Steering Committee Zoom meeting – input on SCCRC SWP Governance Structure and Authorities, Roles and Responsibilities.
MAY 4	SCCRC Meeting
MAY 25	Deadline for input of all approved 18-19 SWP regional projects into the NOVA system for final regional review (THIS DATE MAY SHIFT TO AUG/SEP – AWAITING OFFICIAL WORD FROM CHANCELLOR'S OFFICE)
JUN 1	All approved and certified 18-19 Regional projects due in the NOVA system and updates to SCCRC Regional SWP plan due to the Chancellor's Office (THIS DATE MAY SHIFT TO AUG/SEP – AWAITING OFFICIAL WORD FROM CHANCELLOR'S OFFICE)
JUN 10-12	SCCRC/Steering Committee Planning Retreat in Cambria

ATTENDEES:

1	Baca, Josepha
2	Bastine, Mike
3	Blasberg, Regina
4	Cabral, Robert
5	Carlson, Kevin
6	Chavez, Holly
7	Day, Jeanine
8	Doyle, Mariane
9	Duenas, Felicia
10	Flores, Laureano
11	Hall, Deanna
12	Happel, Harriet
13	Hermann, Adele
14	Hodge, Paula
15	Jurevich, Gayla
16	Lake, Amanda
17	Lau, Margaret
18	Madrid, Jennifer
19	Magenau, Keller
20	Marshall, Renee
21	McFarland, Ron
22	Mettler, Ty
23	Park, Celine
24	Price, Alan
25	Rodriguez, Letty
26	Swanberg, Luann
27	Tafoya, Christina
28	Teasdale, Dave
29	Wright, Alix