



**East Region Adult Education
Governing Board Meeting**

March 10, 2021

Virtual Meeting via Zoom

Minutes

• **Call to Order**

- The meeting was called to order at 11:35am by ERAE Governing Board President, Theresa Kemper.
- The following Governing Board Members were present: Theresa Kemper, Paul Dautremont, Patrick Keeley, and Lynn Neault.

• **SPECIAL REPORTS/RECOGNITIONS**

- There were no special reports or recognitions.

• **COMMUNICATIONS FROM THE PUBLIC**

- There were no communications from the public.

• **APPROVAL OF MINUTES – December 9, 2020**

- **Motion Passed:** The minutes were unanimously approved as written. First motion to approve the minutes as written was made by Lynn Neault and seconded by Patrick Keeley.
 - Yes Paul Dautremont
 - Yes Patrick Keeley
 - Yes Theresa Kemper
 - Yes Lynn Neault
 - _ Rick Wilson (absent)

• **REMOVAL OF ITEMS FROM/CHANGES TO AGENDA**

- **Motion Passed:** The agenda was unanimously approved as written. First motion to approve the agenda as written was made by Patrick Keeley and seconded by Lynn Neault.
 - Yes Paul Dautremont
 - Yes Patrick Keeley
 - Yes Theresa Kemper
 - Yes Lynn Neault
 - _ Rick Wilson (absent)
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• **REPORTS/DISCUSSIONS**

Consortium Member Reports

- GUHSD Adult Education—Kim Bellaart shared that Foothills Adult Education have moved out of the main Foothills building in preparation for a modernization project. Staff are now in temporary offices in the bungalows located at the rear of the Foothills campus. Kim mentioned that adult education is very appreciative of the program growth fund that is being used for the modernization.



- MEUSD—Heather Westgaard stated that their Welding program is starting in mid-April, and they have hired a new instructor for the program. Additional welding equipment is being purchased. There is one student benefiting from SB554 dual enrollment, and the student is doing very well and is grateful for all the support from the transition team.
- GCCCD—Cynthia Nagura shared that the SB554 program benefits Adult Education students in the high school equivalency and diploma programs with the opportunity for dual enrollment at a community college with their tuition being covered by SB554 funds. It is a great collaboration between GCCCD and Adult Education. The first cohort consists of 20 students who started this spring semester. The students were recently surveyed, and about 85% of them said they are doing well. In March and April, assistance with enrollment will be available to prospective students who are interested in registering for summer courses. On March 17, the GCCCD staff and adult education staff involved in the SB554 collaboration will be meeting to discuss the implementation of the project so far as well as next steps.

Student Success

The Consortium within the Region

- Ute Maschke mentioned that at the last board meeting we discussed the student success metrics and how to consistently measure data points--based on four dimensions that include: connection, entry into our programs, progress, and transition into the workforce or post-secondary education. Ute shared a student success story with a testimonial from a student who was attending Grossmont Adult Education and had to delay classes due to medical challenges. The student came back to continue and complete Grossmont Adult classes, and with the support from a transition specialist, was able to successfully enroll into and then complete courses at Grossmont College. The student is now prepared to move back into employment.
- The Consortium is spearheading a region-wide initiative with West Ed, an education consulting agency working very closely with adult education and the community colleges. The Consortium is spearheading the initiative with the intent to align adult education career courses across the greater San Diego region, and ultimately for the state of California with the set goals not only to define the common language for CTE courses but also to develop the tools that allow practitioners to facilitate efficient and sustainable transition into college programs and a successful career. The data from this project will be accessible through a region-wide program finder tool.

Health Occupations Center Programs (HOC)

- Heather Peterson gave an overview of the Health Occupations Center programs. The Health Occupations Center was closed due to the pandemic and re-opened its doors in June 2020. Many students were able to complete their medical training since re-opening. Heather mentioned that usually there are three primary groups that enroll in Health Occupations Center classes—those seeking employment, those seeking career advancement, and those interested in higher education. Heather stated that usually unemployment among applicants is between 20-30 percent, but recently the unemployment rate among applicants at the time of their application was about 47.2 percent.



- There are twelve major programs at HOC. The HOC website has been updated to reflect information on the programs such as costs, schedules, orientation, etc. All programs have continued through the pandemic, except for Certified Nurse Assistant/HHA. The RN Refresher and Vocational Nursing resumed in January 2021, and students are now able to be placed at clinical sites. Before the pandemic, in order to be placed in the medical programs, students would first go through an orientation and a CASAS assessment. Based on the assessment score, students were ranked for enrollment.
- Due to the pandemic, orientations are now offered virtually, and this has allowed more students to attend the orientations. There is no CASAS assessment. There is now a lottery system in place due to the COVID-19 pandemic.
- Heather shared student completion data for the medical courses and Perkins Core Indicators with the governing board. Enrollment and completion of medical courses overall have increased. There is a decline in completion in RN Refresher and Vocational Nursing due to clinical sites not being available to students for their clinical training. Heather explained that there was a drop in the Perkins Core Indicators for 2017-2018 and 2018-2019 industry certifications. This is due mostly to Corrections CTE students and non-medical CTE students being included in those counts. There has been collaboration with the non-medical CTE teachers to discuss possible industry certifications in those programs.
- Heather shared pictures of the upgraded medical training labs at HOC. There are seven new state of the art medical training labs with simulation equipment. The board was impressed with the accomplishments at HOC and gave Heather kudos for all she is accomplishing at HOC.

Summit 2021 (Announcement and Invitation)

- The ERAE Summit will be held on April 9, from 9:00am-12:00pm. The summit will be focused on building a collective impact ecosystem and include the key values of inclusion, collaboration, care, and equity. The summit will be hosted virtually.

Consortium Fiscal Administration Declaration (CFAD)

Consortium Budget

- Sally Cox shared the CFAD budget with the board. For the past three years, the COLA funds have been invested in program growth. The ERAE Leadership Team has decided to finish the current projects and then transition to a new model.

Member Allocations

- Next year, programs will be evaluated before establishing a new basis for member allocations. This will ensure that we prioritize allocations appropriately for the coming years. The member allocations for 2021-2022 were shared with board members.

ACTION ITEMS/DISCUSSIONS

Approval of CFAD and Member Allocations

- The CFAD and Member Allocations were unanimously approved as written. First motion to approve the CFAD and Member Allocations was made by Paul Dautremont and seconded by Lynn Neault.



- Yes Paul Dautremont
- Yes Patrick Keeley
- Yes Theresa Kemper
- Yes Lynn Neault
- --- Rick Wilson (absent)

Amendment of Bylaws (Section III)

- The Amendment to the Bylaws was unanimously approved as written. First motion to approve the Amendment to the Bylaws (Section III) was made by Paul Dautremont and seconded by Patrick Keeley.
 - Yes Paul Dautremont
 - Yes Patrick Keeley
 - Yes Theresa Kemper
 - Yes Lynn Neault
 - --- Rick Wilson (absent)

Approval of Revised ERAE Governing Board Meeting Dates

- The revised ERAE Governing Board Meeting dates were unanimously approved as written. First motion to approve the meeting dates was made by Patrick Keeley and seconded by Lynn Neault.
 - Yes Paul Dautremont
 - Yes Patrick Keeley
 - Yes Theresa Kemper
 - Yes Lynn Neault
 - --- Rick Wilson (absent)

• **Communication from Board Members**

- Paul Dautremont—no report.
- Patrick Keeley-Patrick stated that he looks forward to having in-person governing board meetings.
- Lynn Neault—Lynn stated that GCCCD is working on plans to return employees safely back to campus in the fall and she is looking forward to having many more classes on campus. Lynn thanked Ute and the team for the work that is being done with SB554 dual enrollment and bridging the gap between adult education and GCCCD. Ute said it means a lot to students to have their fees waived, and it also opens doors for other partnerships.
- Rick Wilson—absent.
- Theresa Kemper—Theresa introduced Collin McGlashen. Collin is our new Director of Public Affairs and Legislative Relations for GUHSD, replacing Catherine Martin who retired. Theresa mentioned that she also looks forward to in-person governing board meetings. GUHSD students are now back on campus two days per week, and some students are engaging in sports.

• **Adjournment**

- The meeting was adjourned at 12:13pm. The next ERAE governing board meeting will be held on June 16, 2021 at 11:30am, location to be determined.



EAST REGION
ADULT EDUCATION

Education That Works



ERAE Governing Board Meeting March 10, 2021

- Welcome and Introductions
- Consortium Member Reports
- Student Success
 - The Consortium within the Region
 - Grossmont Adult Education's Health Occupations Center
 - Summit 2021 (April 9)
- Governance
 - 2021/22 Fiscal Declaration and Member Allocations
 - Amendment of Bylaws
 - Meeting Dates
- Communication from Board Members





Consortium Member Reports

Grossmont Union High School District

Mtn. Empire Unified School District

Grossmont Cuyamaca Community College District





Student Success – The Consortium Across the Region



Framing the Project

1. **The intent of this project is to align adult education CTE courses across the greater San Diego Region in order to have a common language for CTE courses.**
 - The classification of course types will provide a framework for CTE across the region
 - Aligning to the labor will allow adult education courses to be aligned with longer term educational pathways into college and career
 - The data resulting from this project can be uploaded to the region's program finder tool.





HEALTH OCCUPATIONS CENTER

*Setting the Standard in
Healthcare Education
Excellence*

WHO ATTENDS HOC?

- Students seeking:
 - Employment
 - Career advancement
 - Steps to higher education
- **47.2%** of 20-21 applicants declared they were unemployed at time of application

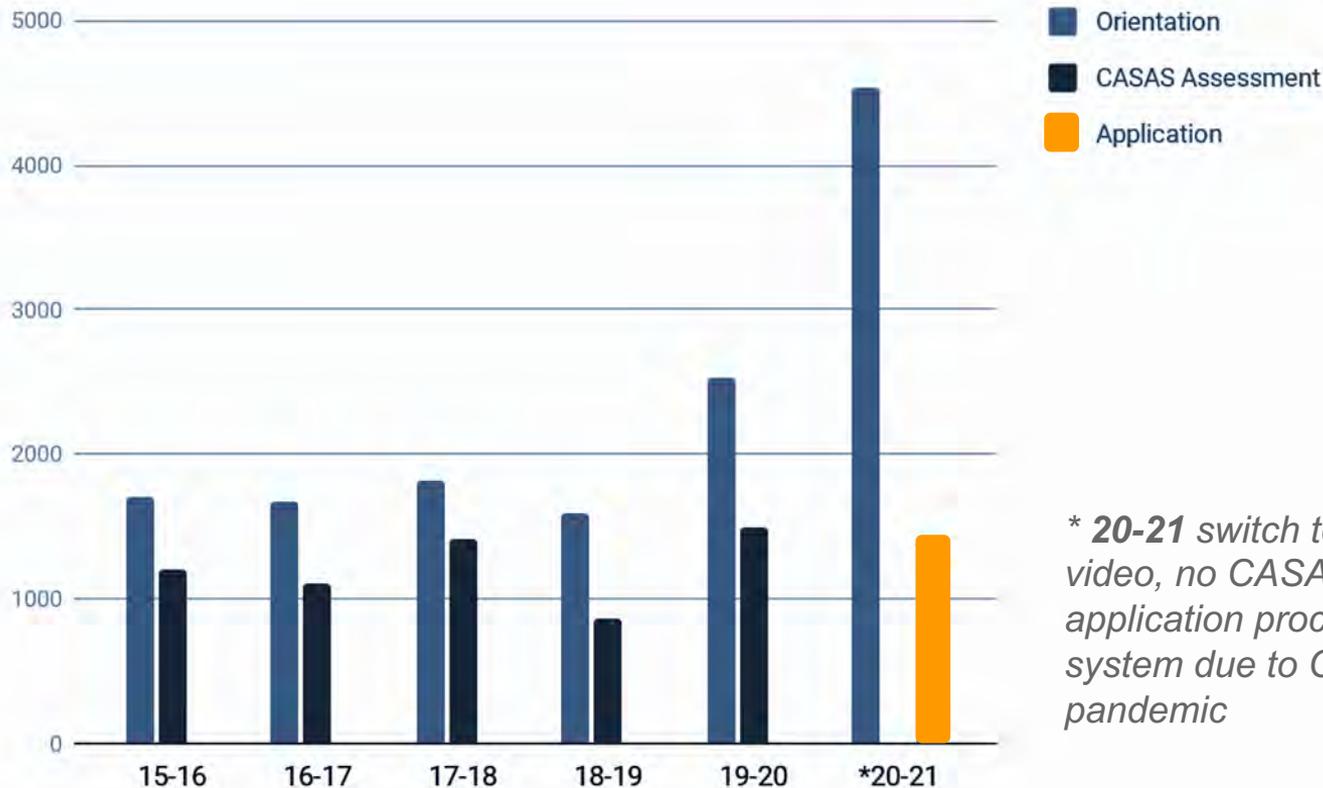


HOC PROGRAMS

- Certified Nurse Assistant/HHA
- Dental Assistant
- Emergency Medical Technician
- Healthcare Interpreting
- Medical Assistant
- Medical Office Professional
- Patient Care Aide (IET)
- Pharmacy Technician
- Phlebotomy Technician & MLA
- RN Refresher
- Veterinary Assistant
- Vocational Nursing



PROGRAM ENTRY PROCESS



** 20-21 switch to orientation by video, no CASAS assessment, and application process with lottery system due to COVID-19 pandemic*

ADDITIONAL COURSES

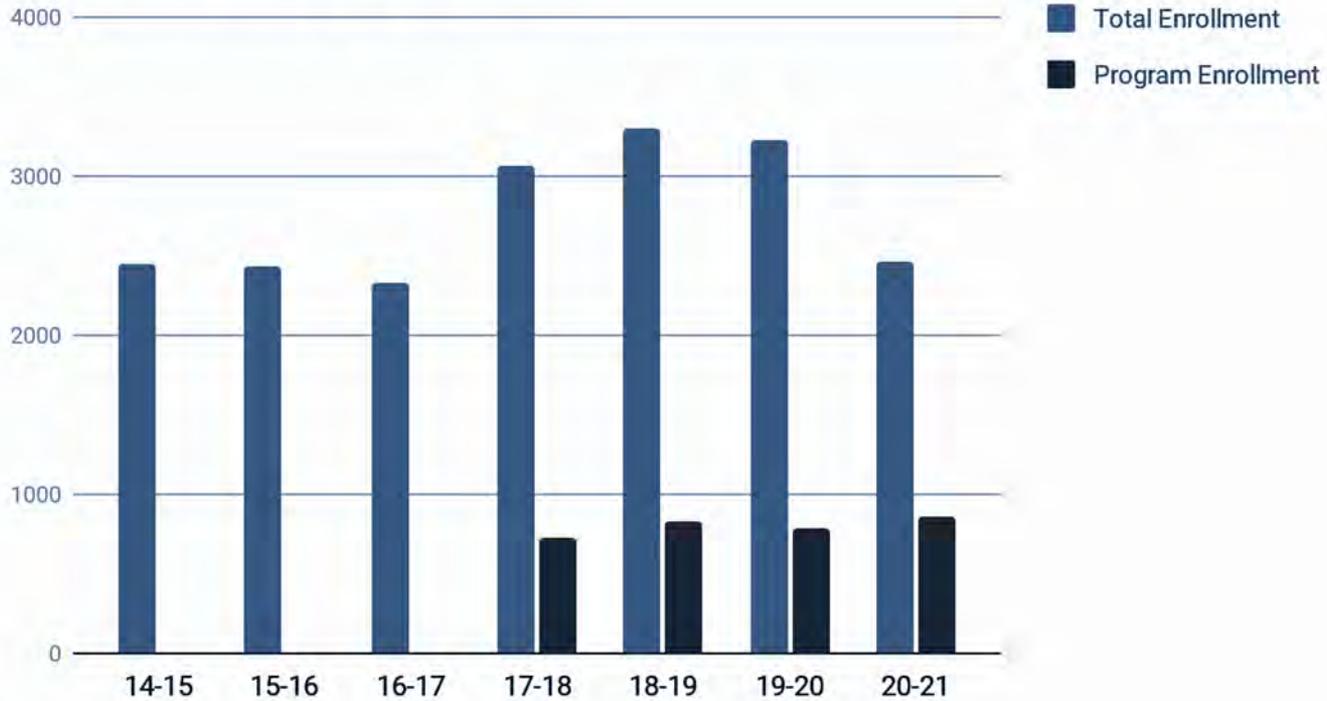
- Anatomy & Physiology for VNs
- **Advanced Cardiac Life Support**
- **Advanced Airways**
- Basic Life Support
- **Cardiac Arrhythmias**
- CEUs for CNA
- Electronic Medical Records
- EMT Refresher
- IV Therapy & Blood Withdrawal
- Medical Terminology
- TEAS Review



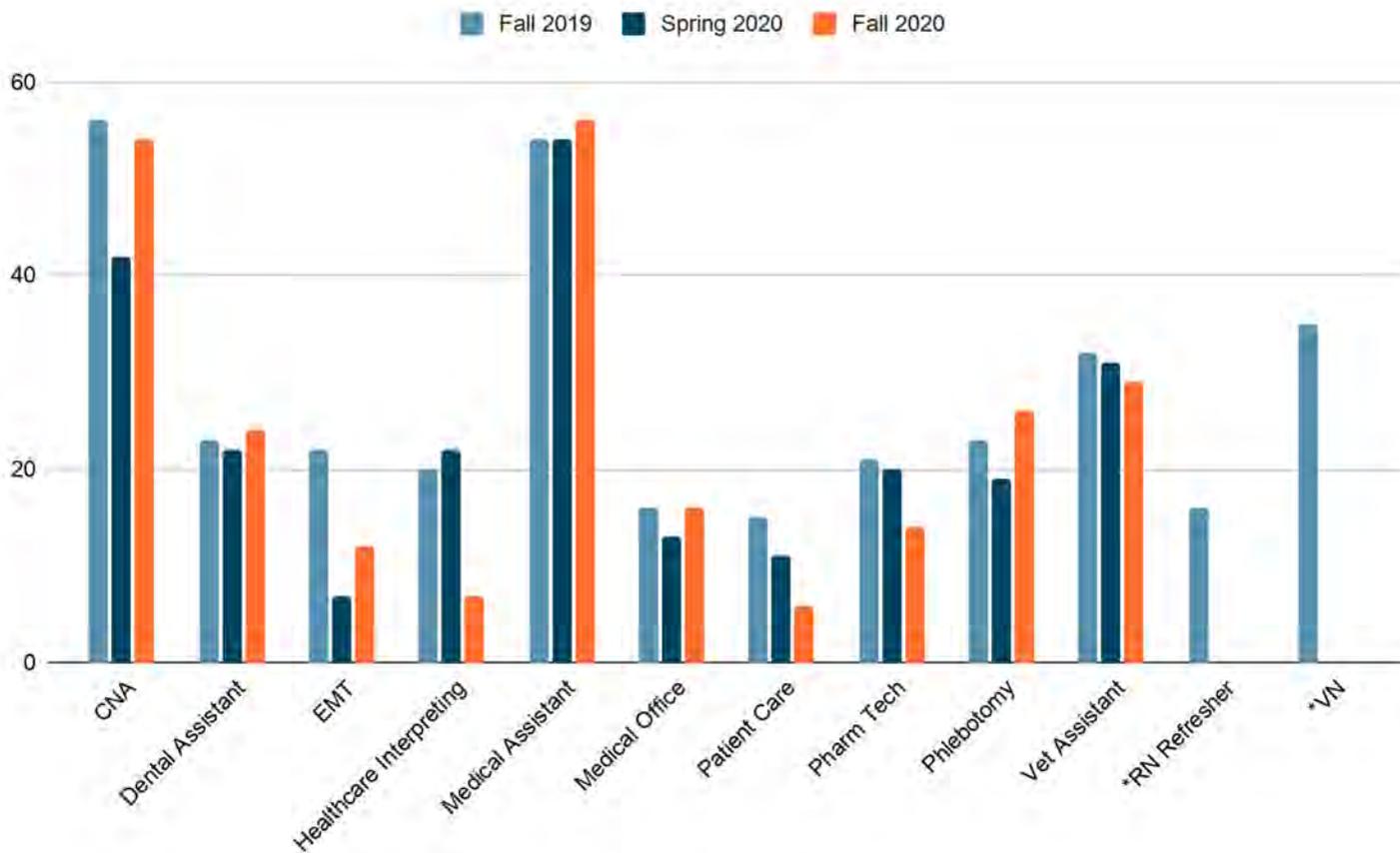
ENROLLMENT



Total Enrollment by School Year



PROGRAM COMPLETERS



Pre-/During Pandemic

** RN Refresher and
VN completion
limited by available
clinical sites*

PERKINS CORE INDICATORS



Indicator	Description	16-17	17-18	18-19	State 15-16
Technical Skill Attainment	Percent of enrolled students that completed the course.	99.51%	97.85%	96.15%	89.80%
Certification	Percent of completers that received industry-recognized certification.	87.02%	44.20%	56.41%	83.50%
Post-Program Placement	Percent of completers that went on to higher education, military, or employment.	99.88%	86.93%	99.30%	68.20%
Non-traditional Participants	Number of participants from underrepresented gender groups	17.82%	21.06%	25.20%	24.43%
Non-traditional Completion	Number of completers from underrepresented gender groups	24.63%	32.04%	32.75%	25.88%

Upgraded Medical Training Labs



HOC IN THE NEWS





Student Success – ERAE Summit 2021 – Gearing Up

April 9, 2021, 9 a.m. – 12 p.m.

A dialogue on building a collective impact ecosystem.

Inclusion: Increased engagement with organizations, agencies, and businesses across the region

Collaboration: Support for partners programs and special projects

Care: Initial steps toward a shared agenda for the East Region

Equity: Championing solutions that meet the triple bottom line – equitable opportunities for community members, environmental sustainability, and economic growth.





Consortium Fiscal Administrative Declaration 2021/22

Member Name	(2021-22)
Grossmont Union High	\$7,352,240
Grossmont-Cuyamaca CCD	\$1,140,000
Mountain Empire Unified	\$108,267
Total Allocated to Members	\$8,600,507
Total CAEP Funds	\$8,600,507
Total Remaining	\$0



Consortium Fiscal Administrative Declaration 2021/22

CAEP FY 21/22 Apportionment Schedule

(proposed March 10, 2021)

Apportionment to GCCCD

Type of Funding	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Total
CAEP Consortium	\$781,864.27	\$781,864.27	\$781,864.27	\$781,864.27	\$781,864.27	\$781,864.27	\$781,864.27	\$781,864.27	\$781,864.28	\$781,864.28	\$781,864.28	\$8,600,507.00

Allocations to Members

Type of Funding	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Total
MEUSD	\$9,842.46	\$9,842.46	\$9,842.46	\$9,842.46	\$9,842.46	\$9,842.45	\$9,842.45	\$9,842.45	\$9,842.45	\$9,842.45	\$9,842.45	\$108,267.00
GUHSD	\$668,385.45	\$668,385.45	\$668,385.45	\$668,385.45	\$668,385.45	\$668,385.45	\$668,385.46	\$668,385.46	\$668,385.46	\$668,385.46	\$668,385.46	\$7,352,240.00
GCCCD	\$103,636.36	\$103,636.36	\$103,636.36	\$103,636.36	\$103,636.36	\$103,636.37	\$103,636.36	\$103,636.36	\$103,636.37	\$103,636.37	\$103,636.37	\$1,140,000.00
<i>Total</i>	\$781,864.27	\$781,864.27	\$781,864.27	\$781,864.27	\$781,864.27	\$781,864.27	\$781,864.27	\$781,864.27	\$781,864.28	\$781,864.28	\$781,864.28	\$8,600,507.00



Governance/Action Items – Approval of CFAD

Approval of CFAD and Member Allocations





Governance/Action Item – Amendment of Bylaws

SECTION III – GOVERNING BOARD MEMBERS

The ERAE Governing Board shall consist of at least six (6) members:

Appointed by Grossmont Union High School District

Superintendent

Assistant Superintendent Educational Services

Appointed by Grossmont Cuyamaca Community College District

Chancellor

As designated by the Chancellor

Appointed by Mountain Empire Unified School District

Superintendent

Appointed by ERAE Governing Board

Community member



Governance/Action Items – Revised Meeting Times

June ____, 2020 11:30am – 1pm

September 8, 2021 11:30am – 1pm

December 8, 2021 11:30am – 1pm



ERAE Governing Board Meeting March 10, 2021

Communication from Board Members





EAST REGION **ADULT EDUCATION**

Education That Works

Lead Contact: Ute Maschke, Ph.D., CAEP Manager
ute.maschke@gcccd.edu