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**Minutes | Santa Barbara AEBG Consortium Public Meeting  
June 7, 2017 | SBCC Wake Campus Room 28 | 9:07am – 10:32am**

**I. Call to Order**

**II. Roll Call & Establishment of Quorum**

- a. Members present: Melissa Moreno, Ray McDonald, Tony Bauer
- b. Members absent: Gerardo Cornejo
- c. Quorum established

**III. Welcome from the Chair**

- a. Consortium Chair, Melissa Moreno announces the School of Extended Learning. To help in this transition, she was named Interim Vice President of this new school. Melissa stresses that this will impact our AEBG grant in positive ways as we move forward. She will apprise the Consortium of how this unfolds in the coming months. Ray McDonald and the Tony Bauer congratulate her on her new position and believe the college chose wisely to hire her for this leadership position.

**IV. Public and Entity Comment\***

- a. none

**V. Announcements**

- a. Corlei Prieto: 2017-2018 Annual Plan  
She reiterates the importance of the Annual plan and relays that the deadline for submission date will be August 2017. She will provide the Consortium the draft of the Annual Plan at the next Public Meeting for all to provide feedback. Melissa stresses that it's important for the Consortium, Partners, faculty, students and the Community to provide feedback on the Plan.
- b. Melissa relays information to the Consortium regarding former Director of the Professional Development Center, Shelly Dixon. Shelly was scheduled to retire in the middle of June yet had to retire early in order to care for her husband who was terminally ill. Melissa relays that Silvia and Corlei are filling Shelly's various roles and responsibilities. Melissa dedicates a 1-minute moment of silence in honor of Shelly and Jim Dixon her husband (silence for 1-minute).

**VI. Program Leader Presentations**

**a. Noncredit Adult High School GED**

Presentation by SBCC noncredit AHS/GED and noncredit ESL Coordinator, Silvia Morgan: She reports that this program is on track. Computer software purchases and book orders have been made due to this grant. Consultants have been hired to help with software training and professional development. There were 44 students who graduated this year and it was an honor to have SBCC President Beebe give the commencement address. She is working with the SBCC Fiscal Office to ensure all 12126 YR 1 funds are spent before transitioning to the 12127 YR 2 grant cycle.

**b. Noncredit English as a Second Language**

Presentation by Silvia Morgan: 12126 YR 1 is fully spent from curriculum and professional development. She is still currently working with HR on the process of hiring instructional aids and how to work with payroll to charge this account. Burlington software was purchased which has greatly impacted vocational ESL to allow better soft skills training. Marketing initiatives are underway. Melissa asks what we are doing to address increasing student enrollment. Silvia responds that we have offered scholarships for students who had perfect attendance to receive free books. In addition, changing the scheduling of classes to better suit students' schedules has helped.

**c. CTE Career Skills Institute: Jail Program**

Melissa relays that this program was designed to mimic summer bridge program on our credit campus. The Career Skills Institute and our credit programs are working together to provide training year-round for transitions into the workforce. Ray requests to be part of this transition program because he too is working on a similar effort in the community.

**d. CTE Pre-Apprenticeship Construction Technology Pilot Program**

Presentation by SBCC Construction Technology faculty member, Patrick Foster: The second set of noncredit constructional technology has been approved by the State. These are bilingual courses taught in English and Spanish and these courses have been certificated. This is a huge accomplishment. Also, there is a head inspector that works for the City of Santa Barbara who is taking the Pre-Apprenticeship pilot program and is recruiting his employees to participate in this program. Melissa stresses that this is a bridge series that allows students to transition into the credit construction certificate and/or lead to an Associates Degree.

**e. CTE Career Skills Institute**

Presentation by AEBG Coordinator and Career Skills Institute Acting Director, Corlei Prieto: She reports that there are new digital badges for Fall 2017 which were made possible by the YR 1 AEBG grant. They are in Project Management, Enterprise Communication, Emerging Leaders, Career Strategist, Cloud Maximization, and Social Media for Business. Melissa clarifies to the Consortium what a digital badge is. It is a unique and portable digital representation of a students' certificate that they can post on their resume and social media accounts. It allows employers to understand a better picture of their skills in assist them in hiring and promotion.

**f. Student Support Services:**

Presentation by Corlei Prieto: Relays the importance of supporting Student Services in that it is critical to shepherd students throughout their entire academic tenure from application to graduation. Now that these services fall within the School of Extended Learning with a clearly defined mission, we can begin expending the 12126 YR 1 funds.

**g. Santa Barbara Public Library: Digital Literacy Hub**

Presentation by SBPL Program Leader, Brent Field: He announces that they are currently purchasing computers and software and will hopefully get them in a couple of weeks. The library hired two library technicians to assist with training individuals. The idea is to improve work skills with software and to allow individuals the ability to take tests via testing software for career readiness. Training will be both individualized in group settings. This program will likely be in full operation in November 2017.

**h. Santa Barbara Public Library: 1 in 5, SB Dyslexia Initiative**

Presentation by SBPL Program Leader, Beverly Schwartzberg:

This project is to focus on training trainers to help children and adults with their reading skills and tutoring techniques. They have hired consultants to help with this training. In preparation for this training, they started a series of public programs, film screenings and a panel discussion for the community. There is also an effort to train existing core volunteers. A total of 150 volunteers are being trained to ground them in this material. The first set of training was on June 3<sup>rd</sup> and offered at the SBCC main campus. There are also community groups that are expressing interest in this training program, which is huge for the efforts to launch this initiative.

**i. Work Readiness and Career Planning: Certificate for People with Disabilities**

Presentation by Adults with Disabilities Certificate Program Leader, Natalie Holdren: This program targets the population which wouldn't benefit from existing SBCC DSPS services. Our program is designed to meet the needs of adults to create a program for vocational and education needs. To date, we have researched the needed materials necessary for establishing this program as well as researched course outlines of records from other programs. Two courses have been developed and submitted for approval. They are 1) Vocational Exploration and Planning and 2) Self-Advocacy Skills for Educational Settings. Expenditures have been spent on professional development in attending conferences to aid in adults with disabilities training efforts and payments for this program's consultant. Melissa asks the number of hours taught for each course and when these courses will launch? Natalie replies that each 12-week course is 45 hours each and will launch in Spring 2018.

**j. KRA: Workforce System Navigator for Older Adults and Long-Term Unemployed**

Presentation by KRA Workforce System Navigator for Older Adults Program Leader, Gabriel Morales: He provides the Consortium his background to help students, ex-offenders, the unemployed, and educational training and personalized coaching. KRA serves as the new Workforce System Navigator to serve our community. They are currently hiring for 2 positions, funded by AEBG, to help manage and operate training programs for dislocated workers, at-risk youth, and senior citizens.

Melissa stresses the collaboration with KRA and the new School of Extended Learning so we can share our programmatic and facility resources.

**i. Santa Barbara County Employees' University Passport Program**

Presentation by SB County Program Leaders, Amber Lloyd and Leonie Mattison: This program is in the stages of program development. Its primary goals are to serve the underemployed, current county programs and county employees, and have participants intern in various department while also taking training courses. Leonie relays that the ultimate goal is to place people in jobs and to excel in their current positions. We would like to expand beyond SBCC and would like to also include the public - one of the goals of AEBG. They have also acquired an assessment tool. In addition, the County also provided a New Roads Workshop to a number of recently laid off county employees and were able to provide 4.5-hour workshops in career development support services and financial planning. 74 people participated with community involvement providing information of their respective services. 93% of the participants relayed in a survey that this workshop was helpful and needed.

The County will work with Corlei to collect the data needed to report to the State.

[End of Program Leader presentations. Melissa, Tony, and Ray thank all of the program leaders for their presentations and good work].

**VII. Action Items**

- a. Santa Barbara County Director of Organizational Transformation and Leadership, Leonie Mattison requests the Consortium to modify their original budget approved by the Consortium by requesting a decrease from \$80,000.00 designated for staff support to \$44,800.00 in order to reallocate funds to categorical funds for supplies and marketing.
- b. Consortium discussion on County reallocation of funds request. Tony moved to approve. Ray seconded. Vote: Ayes: 3, Absentee: 1

**VIII. Consent Items**

- a. May 3, 2017 Public Meeting Minutes
- b. Ray moved to accept minutes. Tony seconded. Vote: Ayes: 3, Absentee: 1

**IX. Adjournment**

- a. 10:32am

**X. Next Regular Public Meeting**

- a. August 2, 2017 (Recess in July)