



CITRUS COLLEGE ADULT EDUCATION CONSORTIUM

REGULAR EXECUTIVE BOARD OPEN SESSION MEETING

Monday, March 8, 2021

10:00 a.m.

Zoom Meeting

<https://us02web.zoom.us/j/82574856327?pwd=c2ZCMnRQUWMzVSt5eEdSNFNkUIBLQT09>

Meeting ID: 825 7485 6327

Minutes – Approved 5/3/2021 Act # 21-08

1.0 CONVENE REGULAR EXECUTIVE BOARD OPEN SESSION MEETING (10:00 a.m.)

1.1 Meeting called to order by Chair Flint Fertig at 10:17 am

1.2 Pledge of Allegiance

1.3 Roll call:

Felipe Delvasto, Representative	Present	John Russell, Regional Director	Present
Flint Fertig, Representative	Present	Ivon McCraven, Proxy	Present
Paul Hernandez, Representative	Present	Saida Valdez, Proxy	Absent
Ron Letourneau, Representative	Present	Rebecca Summers, Proxy	Absent
Kevin Morris, Representative	Present	Rick Crosby, Proxy	Absent
Michael Wangler, Representative	Present		

2.0 ORDER OF BUSINESS

Representative discussion/presentation of agenda items which could be moved up on the agenda.

None at this time.

- 2.1.1 Approve the minutes of the January 12, 2021 Regular Executive Board Open Session Meeting.
Motion Tabled. Minutes were not ready.

3.0 COMMUNICATIONS

3.1 Representative reports:

Azusa: Mr. Hernandez advised that Azusa Adult School has been undergoing a lot of campus construction in order to be meet ADA compliance as well as build two new portables. He said the school was in the final stages of setting up post-construction. He also thanked Mr. Russell for working with him and Dr. Valdez on simplifying budget codes so that ongoing reporting of Expenditures by Program Area (as required by the AB104 Trailer Bill) will easier to complete.

Citrus: Mr. Wangler started with an update on Citrus post-COVID reopening plans. He advised that it seemed Citrus may take longer to reopen than its K-12 partners. He said that summer would still be virtual and that it looked like the Fall would remain mostly virtual as well with the possible exception for the Automotive and Nursing programs. He noted that the Citrus Technology Committee was exploring getting cameras in every classroom and improving Wi-Fi and hotspots for better internet accessibility. He advised that the college is looking to open classes in-person in the Spring.

Mr. Wangler discussed the continued development of noncredit counseling and CTE classes. He noted the first of three Customer Service programs would start 3/16. Also, Citrus was developing for the Fall NC 200 and NC 201 which would be mirrored after the credit Counseling 145 classes. 201 and 200 would guide students for self-assessment in skills and future careers.

Claremont: Mr. Delvasto advised that Claremont Adult School had submitted a facility agreement for its Pre-certification CNA program and that the school would be submitting its book and application to the state very soon. Mr. Delvasto discussed the importance of the consortium presenting a uniform approach to CNA training. He explained that all three schools should have programs that are the same amount of time and tuition. The CNA book being submitted to the California DPH was for the consortium with a campus at Claremont. Continuing with this approach was necessary so that students would not get CCAEC members competing against each other based on enrolling in the program that is the shortest time.

Duarte: Mr. Morris advised that the adult school has started teaching adults and that the City of Hope was currently providing a Parent University program on COVID-19 testing and the vaccine for the virus to promote the efficacy for getting the vaccine.

Glendora: Mr. Letourneau advised that he was having difficulty getting enough Odysseyware licenses for his adult and continuation students due to district policies.

Monrovia: Mr. Fertig reported that the skills portion of Monrovia Community Adult School testing and medical programs had resumed safely after some COVID issues in December and January.

3.2 Regional Director report.

Mr. Russell had no report.

3.3 Public comment for items not on the agenda.

None at this time.

3.3.1 Public comments for items on the Open Session Agenda.

None at this time.

4.0 BOARD APPROVAL OF AZUSA 2019-20 Q2 EXPENDITURE REPORT

Act # 21-02 Motion by Mr. Fertig, seconded by Mr. Delvasto **Vote to Approve 6-0**
Representative Delvasto Y Representative Fertig Y Representative Hernandez Y
Representative Letourneau Y Representative Morris Y Representative Wangler Y

Regional Director presented NOVA reports and the Azusa Q2 LAGL015 for board approval and certification of Q2 expenditures.

(Mr. Wangler needed to leave for another meeting and Ms. McCraven stepped in as a Proxy for all subsequent votes.)

5.0 BOARD APPROVAL OF CLAREMONT 2019-20 Q2 EXPENDITURE REPORT

Act # 21-03 Motion by Mr. Fertig, seconded by Mr. Delvasto **Vote to Approve 6-0**
Representative Delvasto Y Representative Fertig Y Representative Hernandez Y
Representative Letourneau Y Representative Morris Y Proxy McCraven Y

Regional Director presented NOVA reports and the Claremont Q2 LAGL015 for board approval and certification of Q2 expenditures.

6.0 BOARD APPROVAL OF DUARTE 2019-20 Q2 EXPENDITURE REPORT

Act # 21-04 Motion by Mr. Fertig, seconded by Mr. Delvasto **Vote to Approve 6-0**
Representative Delvasto Y Representative Fertig Y Representative Hernandez Y
Representative Letourneau Y Representative Morris Y Proxy McCraven Y

Regional Director presented NOVA reports and the Duarte Q2 LAGL015 for board approval and certification of Q2 expenditures.

7.0 BOARD APPROVAL OF GLENDORA 2019-20 Q2 EXPENDITURE REPORT

Act # 21-05 Motion by Mr. Fertig, seconded by Mr. Delvasto **Vote to Approve 6-0**
Representative Delvasto Y Representative Fertig Y Representative Hernandez Y
Representative Letourneau Y Representative Morris Y Proxy McCraven Y

Regional Director presented NOVA reports and the Glendora Q2 LAGL015 for board approval and certification of Q2 expenditures.

8.0 BOARD APPROVAL OF MONROVIA 2019-20 Q2 EXPENDITURE REPORT

Act # 21-06 Motion by Mr. Fertig, seconded by Mr. Delvasto **Vote to Approve 6-0**
Representative Delvasto Y Representative Fertig Y Representative Hernandez Y
Representative Letourneau Y Representative Morris Y Proxy McCraven Y

Regional Director presented NOVA reports and the Monrovia Q2 LAGL015 for board approval and certification of Q2 expenditures.

9.0 CCAEC CUSTOMER SERVICE CLASS UPDATE

This update was covered under Mr. Wangler's representative report.

10 ADJOURN CCAEC EXECUTIVE BOARD OPEN SESSION MEETING

Meeting was adjourned at 11:24 a.m.