



**CITRUS COLLEGE ADULT EDUCATION CONSORTIUM
REGULAR EXECUTIVE BOARD OPEN SESSION MEETING**

Tuesday, March 17, 2026, 1:30 p.m.

**Monrovia Community Adult School – Room 33
920 S. Mountain Ave., Monrovia 91016**

Zoom Meeting Information

<https://us02web.zoom.us/j/83010642861?pwd=KOHbUBAW0Wbas7hPAc3k0K6TTp1J6X.1>

Meeting ID: 830 1064 2861

Unapproved Minutes

- 1.0 CONVENE REGULAR EXECUTIVE BOARD OPEN SESSION MEETING (1:30 p.m.)**
- 1.1 Meeting called to order by Chair Felipe Delvasto at 1:34.
- 1.2 Pledge of Allegiance
- 1.3 Roll call:

Anthony Contreras, Representative	(Virtually)	John Russell, Program Director	(Virtually)
Felipe Delvasto, Representative	(Virtually)		
Flint Fertig, Representative	(Virtually)		
Linda Ju-Ong, Representative	(Virtually)		
	Tardy		
Kevin Morris, Representative	(Virtually)		
	Tardy		
Valentina Shibata, Representative	(Virtually)		
- 2.0 ORDER OF BUSINESS**
 Representative discussion/presentation of agenda items which could be moved up on the agenda
 Representatives wished to move item 4.0 up in the agenda. There after approval of the November 18, 2025 minutes and before reports.

- 2.1 Approve the minutes of the November 18, 2025 Regular Executive Board Open Session Meeting.
Act # 26-01 Motion by Dr. Contreras, seconded by Mr. Fertig **Vote to Approve 5-0**
Representative Contreras Y Representative Delvasto Y Representative Fertig Y
Representative Ju-Ong Y Representative Morris T Representative Shibata Y

Approve the minutes of the January 20, 2026 Regular Executive Board Open Session Meeting.

- Act # 26-02** Motion by Mr. Fertig, seconded by Dr. Contreras **Vote to Approve 5-0**
Representative Contreras Y Representative Delvasto Y Representative Fertig Y
Representative Ju-Ong Y Representative Morris T Representative Shibata Y

3.0 COMMUNICATIONS

- 3.1 Representative reports:

Azusa: Dr. Contreras reported that the pass rate for the last Azusa CNA cohort was 100%.

Citrus: Ms. Ju-Ong reported that the spring semester started on 2/18 and enrollment was about at the same level as it was the previous year. She advised that Citrus Noncredit was promoting summer classes which started June 20; flyers and marketing materials were going out this week.

Claremont: No report at this time.

Duarte: No report at this time.

Glendora: Ms. Shibata reported that there would be no summer school for the Glendora USD K-12 Parent success program.

Monrovia: Mr. Fertig reported that MCAS CTE programs were going strong and he was proud of the work MCAS was doing to get individuals trained, certified and employed..

- 3.2 Program 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 CCAEC 2025-26 Q2 EXPENDITURE REPORT

- Act # 26-03** Motion by Mr. Delvasto, seconded by Dr. Contreras **Vote to Approve 6-0**
Representative Contreras Y Representative Delvasto Y Representative Fertig Y
Representative Ju-Ong Y Representative Morris Y Representative Shibata Y

Board Representatives reviewed Q2 expenditures reported in NOVA for Azusa, Claremont, and Monrovia and compared those numbers Fund 11.0 Trial Balance reports for resource code 63910. All amounts matched, so the motion passed.

(Representatives discussed that for Q3 expenditures, Glendora and Duarte would need to provide the Fund 11.0 Trial Balance report provided that was provided by the other members.)

5.0 BOARD INFORMATION ITEM ON DUAL ENROLLMENT AND TRANSITIONS

Ms. Ju-Ong discussed a desire to help K-12 adult school students transition to postsecondary schools. She presented a financial request for Citrus to receive funding from the 2026-27 Allocation. Board members discussed the cost-effectiveness of the proposal in terms of getting outcomes and discussed funding details of the proposal.

6.0 BOARD INITIAL DISCUSSIONS FOR 2026-27 ALLOCATIONS

Mr. Russell discussed details of what he had learned from the state regarding AB1491. He noted that in order to drop a member's funding below the previous year's amount a Member Ineffectiveness plan needed to be approved by the consortium; thus, a member will receive the same amount of funding for at least two years before the Allocation amount can be reduced.

Mr. Russell presented the draft CFAD 2026-27 worksheet. Representatives had further discussions about how Citrus College's request for funds affected Allocations for 2026-27. The conversations were informed by information presented about AB 1491.

Representatives decided that a CCAEC Special Executive Board meeting would be necessary to further discuss 2026-27 Allocations. A Special Board meeting was scheduled for April 7 at 1:00 p.m.

7.0 BOARD APPROVAL OF CCAEC ELL HEALTHCARE PATHWAYS ROUND 3 BUDGET

Act # 26-04 Motion by Dr. Contreras, seconded by Mr. Fertig **Vote to Approve 6-0**

Representative Contreras Y Representative Delvasto Y Representative Fertig Y

Representative Ju-Ong Y Representative Morris Y Representative Shibata Y

Representatives reviewed the budget for the Round 3 ELL Healthcare Pathways RFA and approved the budget to be submitted with RFA.

8.0 ADJOURN CCAEC EXECUTIVE BOARD OPEN SESSION MEETING

Chair Delvasto adjourned the meeting at 2:36.