

AV Adult Ed Consortium Meeting 7-21-16 AVC HS194

Present: Suzanne Harms, GAIN AV Operations Manager; Ann Steinberg, AVC Dir. Of; Tom O'Neil, AVC; Diane Walker; Eric Avanesyans, SKUSD CBO; Joel Morgan, SVWC Service Navigation Coordinator; Sally Dibbini, AVUHSD; Ed Knudson, AVC; Debi Keys, SKUSD; Les Uhazy, AVC; Steve Radford, AVUHSD; Harold Roney won't be here due to a family emergency; Sharon Dalmage on vacation.

Student Data Collection: Sally Dibbini discusses August 1 deadline for student data to be input. In Steve's original email, he said it was just AEBG data, however, Sally contacted Neil Kelly from the state, and he said that it is everything under the 7 program areas, and included an example related to a community college. Ed Knudson says that AVC's CTE is mostly for credit, so wouldn't be covered, and that most is contained in the CCCC Datamart, and this is needless duplication (Ed has to leave early for another meeting at this point). Antelope Valley Adult School (AVAS) reports it to the state through WIOA, so it's duplication, also. When the tables were first submitted, Charlotte gave us total enrollment for the programs, so it might be an issue if we don't submit things now. Debi Keys doesn't think the data would be much different. Ann Steinberg feels we need to question it, because it's a duplication. The data table is extremely detailed, also, with age, gender, highest degree, separated by those who got 1 hour of instruction and those with 12 or more. Sally doesn't know if it can all be done. Debi asks if it includes CTE, ABE, ESL at the K-12 level, and Sally says yes (only adult school). Long-term unemployed comes from EDD, and student status is known. Tom O'Neil and Ann say they don't have it; Diane Walker feels some will be there through E-2 Perkins follow-up, and Sally says other for ESL, HSD, GED will be reported through CASAS and TopsPro in WIOA.

Joel Morgan says they have access to quite a bit of that information if students are registered through their system. There would have to be some commonality to gather the information, but he would be willing to follow up. Sally says the first submission was more about money, and not what services are offered, so a comparison to the original wouldn't be that helpful. Joel says they have been reporting on some of the info to AVC for certification programs. Sally is concerned about how to identify the students

- name and DOB would be helpful, per Joel; Ann says they would then need to cross-reference through many databases in their system. How will it logically flow, Les Uhazy wonders? The email from Neil says not-for-credit CTE, and AVC doesn't offer any, not corporate. AVC does have ESL and basic skills that are non-credit. They can get some information from Mita Goel or Svetlana. Please send an e-mail request with what is required and Tom will send it on. Debi has the information in the courses table done and will get it in, and will work on the student data. It will need to be done by July 27th to input.

The second table is courses, with characteristics.

Sally distributes copies of the Guidance Document, also. Sally discusses CASAS (CA Adult Student Assessment System) TopsPro services. Some colleges are buying into it due to the good price point. She can provide info to Debi, as requested. SKUSD will follow up on it, as they did their own form, and need something more efficient.

Sally asks about who will do this in the future for the consortium. Diane notes that Steve has discussed the idea of hiring someone for the consortium to work on data, etc. Since he's not here yet (doctor's appointment), he can discuss at the next meeting.

Adult Ed Student Registration Process: Sally says moving forward for 2016-17, she wonders if the registration form for AVC collects all of the information needed by AEBG. Les says they use CalApp through the Chancellor's Office, with initial input, application number, directed to AVC, they create a student number, all electronically. Sally distributes copies of the TopsPro bubble form. WIOA has additional information for Title I, etc., and they want to track for employment with services in-between. Ann says there is no input from EDD. All of this is mandated under WIOA, per Joel, but how it will actually operate is unknown since the systems don't interact and there is no similar identifier. There is no reporting whatsoever in the new GAIN system that was initiated in September, per Suzanne Harms. Social Security is the best identifier at this point. Per Sally, the state explains that if the student provides SSN, they have to give consent to share information using it with others.

AVAS registration will mirror the CASAS form. Debi says they will do the same. Diane asks if we can have someone compare this form with the CalApp to see where there are gaps among them and what AEBG reports. Sally says that first the courses for AEBG have to be identified. Debi asks if there could be a consortium-level student identifier. SKUSD uses Aeries for K-12, but a manual system for adult ed right now. Sally feels there might be a way to match students if both use CASAS. Joel says that CalJobs uses the same info as on the form (same interface with EDD, LACOE, supposed to be GAIN). AVC is different info than K-12. Les says it's an Institutional Research process; doesn't think it can be finished before August 1. Ann suggests letting Neil Kelly know that this is difficult, and find out plan for consistent database for everyone to use in the future. Steve Radford arrives and says we should report on what is paid out of the grant, and then not the others for now. Every consortium is going through the same thing. Do report the URL for DataMart so they can access it, as Ed suggested.

Ocat screening is also looking at employment barriers for GAIN, also, Suzanne says. It is the new big area of concern.

Diane says that CCPT consortia are getting Institutional Research/data folks together to address these issues, and coming up with specific items to be addressed rather than "we can't do it." Ann feels they should create a statewide system to use. Steve feels the deadline may be extended, but it hasn't been yet. Sally says Schoolhouse is working to put together these kind of tables, but it will be awhile before they are done.

ITrain: Joel transferred up to the AV in January, and one thing he has been focusing on is getting more adults trained through ITrain. There is more funding as of July 1, and he hasn't been able to use all of it due to a lack of approved providers. Sally asks how to get on the system, and Joel says there is a packet, somewhat complicated. Maria Branch is familiar with the process, but couldn't attend today due to a memorial service. Suzanne says GAIN uses STEV - short-term vocational, which is similar, also, and there is a student expenditure limit of about \$3,000, so the private post-secondary schools are too expensive. Joel would be willing to take the packet down to South Bay WIB to help expedite it when it's complete. It can take 3-6 months to get a new program on ITrain, once the institution is approved, Ann says. AVC is approved, and that process originally

took 6-8 months. Joel feels we could get the consortium approved as a group, rather than each agency. Get any questions regarding the process to Joel, and he will check with their analyst. There is a new certification which has created some hurdles in the last few years. Ann says LACOE has the contract with ITrain and the state has a provider list (ETPO) that everyone else uses. Joel says classes can be packed with students if we are on ITrain; all regions have similar restrictions if funding is not used, so there is a push to get more providers qualified.

Placement and retention are the two metrics for ITrain, per Joel. There need to be classes given by approved providers, with preference given to high demand sectors including manufacturing, medical, logistics, etc. They have to send people down to LA for some classes because not enough providers. Applications must be renewed every 2 years; Ann says if there is an older application there, renew to keep program status. A three-page document is submitted to add new programs once the institution is approved. They review curriculum, instructors, etc. to make sure it's valid; arduous process, but important, according to Joel. JVS runs the center on Avenue I, not EDD - Claudia Hernandez is the contact person, and Joel can interface. DOR has the same issues. There is getting to be more recognition of the AV recently, which is good.

Sally reviews existing AVAS class offerings, including Pharmacy Tech, Medical Assisting - phlebotomy not yet in place, Dental Assisting, EMT, Network Tech, Admin Secretary - Microsoft Office Suite, Computer Repair (Joel has been on the website, so is familiar). AVAS collects data for Perkins E-2, so the metrics should be there. Some new courses planned are Personal Care Tech (similar to home health), and personal fitness training. Joel can provide data on what's trending up in the County and where they want money spent (e.g., CNA up and down, phlebotomy, pharmacy tech don't want to spend on it because no movement in the market, med assistant is over-saturated; technical and manufacturing are trending up, plus service industry - hospitality, but low salary). The outlook for local manufacturing is highly elevated, electrical, wire-harness and electrical systems, aerospace, welding, CNC and robotics, etc. Heavy machinery and equipment are also important.

Joel notes that the AFAB success rate from the program at Palmdale airport training center is tremendous. Joel is working with Betsy McKinstry on extending the pipeline

down into the high schools, and there are already students in training now who graduated in June. Les asks how it would work into AVC and adult ed, which is something we have been discussing, with lower level in high school and adult ed, and higher in AVC. There is a 700-person wait list of screened qualified applicants for the program, but don't have facilities to get them in. AVC has signed a two-year lease at PMD and hope to have it open for seats in spring. ITrain is the key to get these classes going. The program is getting national level attention.

Debi reviews that SKUSD offers welding, and automotive repair, and skilled trades for adult ed program. They are working on apprenticeship programs, per Eric Avanesyans.

Joel says that CarMax will be hiring techs in October, with more substantial pay, need to be ASE certified. They are looking to full 72 positions. There are some great jobs coming to the AV, and this doesn't even cover the subcontractors who will be coming in. With Northrop and LM new contracts, it will have lots of positive collateral effect. Bang Printing just moved in, has some openings; Ann just spoke to them this morning (referred by LAEDC). Morton Manufacturing on Avenue L, etc., also have positions to fill.

AEBC Report: Steve received information from SKUSD, and will combine with AVAS numbers and enter into the reporting site. AVC didn't have anything for 15-16. He will work on it in the next day or so. There has to be some explanation of why there are changes to the first semester numbers (why didn't spend very much, planning and future), and will get that from Debi, as needed.

Debi asks about what kind of reporting needs to be done for proposal awards. Steve, Sharon and Diane discussed invoicing and award letters yesterday. In the past, there has been semester invoicing. The report is for the seven different categories, and it should be consistent with that. To be paid, Steve has to speak with the Business Office, and see if they want to go off the state report, with award letter parameters and data reporting, etc. Steve will find out from Brenda Yardeen (CFO) exactly what she wants for 15-16, and going forward will do the form, etc.

Announcements/Open Discussion: Steve reports that Neil Kelly communicated that he is fine with both building projects proposed, and Steve forwarded that information to Ed and Harold; Debi requested information on what needs to be done from their end. Steve explains they will need to go through their district processes to get the building going. Eric has gone through the process before, and once they get the written approval from Neil (and get award letter done), they can get approvals and architect going. AVUHSD will be doing the same. All of the institutions are full, and some staffing issues, also.

Joel and Suzanne asked to be added to the meeting list going forward.

Next meeting August 18th (before first week of school for AVC), 10:00am, room TBA.