**Central/Mother Lode Regional Consortium**

**Steering Committee Meeting**

**August 29, 2014**

**Teleconference Meeting**

**Present:** Shelly Conner, Sumeet Malhi, Kathy Sullivan, Salvador Vargas, Louann Waldner, David Clark, Raquel Rodriguez, Karyn Dower, and Sam Aunai.

1. Roll call of attendees and establishment of a quorum
2. Old business:

All Steering Committee members were encouraged to confirm their attendance at October 21 Steering Committee/DSN meeting in Los Angeles.

1. Updates regarding CTE Enhancement Funding
	1. **$50,000 planning grant to the region** –Regional consortium chairs will receive a $50,000 planning grant to develop a decision making process for allocating the CTE Enhancement funds. Shelly proposed to contract with Dr. Barbara Hioco via CVHEC to help develop a decision making process that follows the organizational and communications model implemented in the TAACCCT grant administration. She would also help develop and maintain regular communications processes for all colleges via the steering committee and directly to the CEOs.

Shelly confirmed that, while some of the communications processes may be similar to those implemented in the administration of the TAACCCT grant, the CRC organizational structure would be the vehicle for decision-making and the efforts would be branded as CRC, not linked to the C6 Consortium.

It was proposed to have an annual reconfirmation toreinforce the Steering Committee and its roles and procedures with all of the CEOs. Shelly will send out letters to each Steering Committee member’s President to let them know that the respective Steering Committee member is the liaison for all information regarding CTE Enhancement Funds and all CRC information.

A motion was set by Louann Waldner for Shelly Conner to contract with Dr. Barbara Hioco via CVHEC to implement the communication and organization coordination on behalf of the CRC. Motion was seconded by Salvador Vargas. All present approved.

* 1. **Certification of local plans – ITEM was not addressed. Shelly will send an email to everyone when the updates to the plans are final.**
1. Regional meeting to plan for CTE Enhancement Fund applications

Parameters for the “regional shares” of funding were discussed and the following models were proposed:

* 1. (Proposed by Karyn Dower) Creation of a sub region model consisting of Northern (Delta, Modesto, Merced and Columbia), Central (Fresno City College, Reedley, College of the Sequoias, West Hills), and Southern Region (Taft, Bakersfield, Porterville, and Cerro Coso). Each college would be allocated the same amount of money. Representatives from the sub regional groupings of colleges (Northern, Central, and Southern) would develop their own plans for use of the funds within the priority and emergent sectors.
	2. (Proposed by David Clark) Division of the funds based on the three largest priority sectors and one emerging sector. The funds would be accessible to any college for projects within those sectors.
	3. (Proposed by Louann Waldner) Include a formula within any allocation funding model that could be FTE based and possibly include other factors.
	4. Additional parameters that could be considered:
		1. It is allowable to fund programs that are not in a priority or emerging sector if the colleges can demonstrate a gap between labor market demand and training supply, and can convince the decision-making group that the program has merit in terms of regional needs.
		2. It is allowable to allocate funding to colleges that are collaborating across regional boundaries. If there is interest in multi-region projects, a process for allocation and monitoring of funds will need to be developed
		3. Funding allocation decisions may include other factors such as the degree to which a college participates in regional processes or commitment to regional collaboration and meeting regional goals.
1. **Next steps**
	1. Shelly will contact Dr. Hioco to develop a contract for services for creating a planning and decision-making process.

**NOTE: Dr. Hioco has been contacted and the scope of work has been discussed.**

* 1. Shelly will send a letter to each CEO informing him/her about the current status of CTE Enhancement Funding and requesting confirmation that the appointed individual will continue to represent the college in the steering committee.

**NOTE: Letter will be sent at least one week prior to the in-person meeting.**

* 1. Shelly and Sumeet will arrange a follow-up in-person meeting with the Steering Committee, the DSNs, and Michelle Marquez to discuss how to prioritize projects and create parameters for allocating the regional share funding.

**NOTE: Meeting has been scheduled for September 26 from 10 a.m. – 2 p.m. at Merced College**

* 1. Prior to the in-person meeting, steering committee members and DSNs will be asked to provide a very short summary of potential multi-college projects within their sectors. Shelly and Sumeet will create and distribute a template for this, and will distribute the summaries to all participants prior to September 26.

**NOTE: Template has been sent via e-mail to all steering committee members and DSNs, with a deadline for completion by September 17.**

1. Other business: There was no other business.
2. Adjourn - Teleconference was adjourned at 11:49 AM.