

# Rio Hondo Region Adult Education Consortium Coordination Council Meeting

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Coordinating Council Meeting Minutes  
May 28, 2020

## **1. Opening & Welcome**

The regular meeting of the Rio Hondo Region Adult Consortium Coordinating Council Meeting was called to order at 1:03 PM on May 28, 2020 via Zoom (on-line).

## **Present**

Deborah Kerr, Yolanda Emerson, Dee Cotton, Sean Abajian, Juan Anzaldo, Francisco Suarez, Robert LeBlanc, Trina Cardona, Cendy Tiscareno, and Eileen Stear.

## **1. Approve Agenda**

Margie made a motion to approve agenda. Yolanda seconded the motion. The motion passed.

## **2. Approval/Edit Minutes (May 7, 2020)**

Yolanda made a motion to approve minutes with a correction. Trina seconded the motion. Motion passed.

## **3. CAEP Webinar of May 22, 2020**

Neil discussed the 2020/2021 Allocation.

- Members to remember the funds can only be used for the 7 Program areas (anything else funds to be repaid by offending member)
- Funds cannot be redirected for other purposes
- Consortium Fiscal Administration Declaration (CFAD) certified and then an amendment if needed
- Carry-over should be redistributed to other members for 2020/2021 only
- The reduced allocation is our new base funding
- CAEP suggested members negotiate with their district for their indirect
- New CFAD will show a red negative amount

## **4. Allocation Reduction**

Deborah suggested members might want to ask their Districts to not take the allotted indirect. There are rumors of teacher lay-offs due to economic reasons. She stated we are all in for a rough road ahead. It was again stated that if any member was not spending all of their 2019/2020 funds, to give the roll-over amount back to be redistributed to members in need for one year only. Yolanda would like to revisit redistribution of funds. Eileen to place on the August agenda. Yolanda made a motion “all consortium members will reduce the 2020/2021 budget equally (%) based on the Governor’s final budget”. Margie seconded the motion. Motion passed.

## **5. 2020/2021 Annual Plan**

A discussion of the need to address the issues with re-opening schools with the possible restrictions and the costs implementing safety measures and guidelines be added to the plan. Eileen to add information and send out for member review.

## **6. June and July Meeting**

June meeting is set for June 11, 2020. The day before Deborah is to retire. July date to be announced/discussed at June meeting.

## **7. Round Table**

Robert stated their 5000A was approved for CNA. All of their spring program theory has been completed. They are looking to hold their lab portion in fall.

Dee stated Tri-Cities ROP Dental Assisting program has retained all 17 students during their transition to a Distance Learning platform and is currently preparing for externship as soon as they have the green light from Tri-Cities to return to lab. She has met with the California Dental Assistant Teachers Association and has been in communication with the Dental Board of California. The purpose of these meetings has been to establish a safe and universal return to the Dental Community. Students from Cypress College and the American Career College have returned and are completing their externship component of their programs. Instructors during the Forum stated the offices are providing the students with PPEs and are excited to have them in their practices. Pasadena and Sacramento City Colleges will resume their Dental Assisting programs next month. Tri-Cities ROP partner, Pacific Dental Services is a company that builds Dental Practices and employs thousands of trained dental professionals. Their students will participate this week in an Orientation on how to make a safe return with COVID 19 and the company will also conduct virtual interviews prior to placement.

Productivity in the dental offices has decreased due to the limited number of patients that can be treated due to the lengthy infection control protocol. There is also a high demand for Dental Assistants as many Assistants can not afford to have reduced hours and or cuts in pay. Dee has had numerous calls from doctors that are short staffed seeking recent grads. Upon returning to the dental schools, safety will be a top priority in the dental forum . Dee discussed Standard Precautions will now include UV Ionic Air Purifiers, UV Sterilizer Wands, UV lamps and Infrared FDA approved thermometers. Modeling our hospital level of Infection Control to kill viruses. N95 mask will be worn only by those that have been approved by their healthcare provider as they restrict normal breathing pattern. She stated there are AcuAir infrared light available that kills viruses. Deborah asked her to send out the information on the light.

Margie stated their classes end next Thursday. She is grateful to her district for allowing Electricians class return in July. They are looking at what next year might look like. Phase 1; is all on-line and Phase 2; is a hybrid of 50% in class and remainder on-line. They have placed an application for OTAN's Distance Learning. They are hanging in there through all of the changes. ESL won't be going back to the elementary campus. Juan organized yard signs made for graduates. They will not be holding summer school.

Juan stated that the students came to the school with face masks on and practiced social distancing to take pictures with the graduation signs.

Yolanda stated they held a graduation parade. She and Francisco were part of the students cheer squad. All of their fall classes will be held on-line.

Francisco stated they are continuing to have student check out chrome books. All their summer classes will be held on-line.

Sean stated they held a student video competition on “why adult schools are important to them”. Winners will be receiving gift cards. They will be doing another one. They had guest speakers: an author, how to overcome obstacles, Marriage and Family therapists to offer encouragement. They held email challenge to encourage students to use their email accounts. Winners were sent gift cards. Custodial course is all on-line with 13 students. It ends today. GED teacher is retiring and he needs a replacement.

Trina stated this was the last week of school. They will not be holding summer school. Some teachers will be working on curriculum development of on-line and blended classes. All classes will have a digital learning piece. Annette and Trina are part of the District Task Force which is part of the County Task Force. They also received approval of their 5000A. They still held their Essay Contest and have selected the winner. They have three dates and times for a drive thru graduation. They have hired a Nursing Director, her name is Dr. Sandra Burns. They have also hired a Counselor, her name is Laura Padilla.

Deborah state she is wrapping up the school year. She retires June 12, 2020. An added note: she will be greatly missed.

Annette stated masks and restroom use are some of the biggest issues the school is facing. They may be selling masks in the bookstore.

## **6. Adjourn**

Yolanda moved to adjourn the meeting. Sean seconded the motion. Motion passed. Meeting adjourned at 2:30 PM.

### **Next meeting:**

Coordinating Council Meeting

June 11, 2020 at 1:00 PM

Zoom Meeting – Via On-line