

Rio Hondo Region Adult Education Consortium Coordination Council Meeting

Meeting Minutes
August 8, 2018

1. Opening

The regular meeting of the Rio Hondo Region Adult Consortium Coordinating Council Meeting was called to order at 1:08 PM on August 8, 2018 at Rio Hondo College Pico Rivera Education Center by Deborah Kerr and Eileen Stear. Deborah welcomed everyone. She introduced her new Program Administrator Carrie Frague and Loring Davies, Whittier Union High School District Deputy Superintendent.

Present

Deborah Kerr, Yolanda Emerson, Trina Cardona, Loring Davies, Margie Moriarty, Devon Monson, Ray Reyes, Cendy Tiscareno, Carrie Frogue, and Eileen Stear.

2. Review Minutes

3. Approval of Minutes

***Yolanda made a motion to approve the minutes with three changes. Ray seconded the motion. Motion passed with three corrections.

4. Round Table

Eileen reminded everyone of upcoming due dates, webinars and CWA Conference. She also stated that:

- No budget revisions until AEBG/AEP gets the bugs out of the system.
- Legislator Trailer Bill has language capping indirect and admin costs to 5% or less; cannot use Object Code 7000
- You may not report negative balances
- New for spring, members will need to cost out for each program area
- Three Year Plan to have a new template and uploaded as a PDF
- CTE programs to have costs
- All members will be required to certify allocation amendments
- A chatbox will be added to AEP website

Yolanda stated it was the last week of summer school and next week begins the fall semester. She stated enrollment was good. RHC has a new catalog with bar codes for classes. She said that Sandy Diaz is the new transition counselor.

Ray stated they had increased ESL classes from three days a week to four. They have hired new teachers and a secretary.

Margie stated they were hiring ESL teachers and one is currently out for an unknown time period.

Trina stated that EMRAS All Staff Meeting is scheduled for August 20, 2018. She asked about RHC articulation and who was the contact. Yolanda stated Francisco was working on

it and would be get back to them. She stated at RHC articulation agreements are faculty driven.

Carrie stated it was her 5th day at EMRAS as Program Administrator. All welcomed her.

Deborah stated her staff member Arturo gave access for Consortium level viewing in TopsPro. It is a great tool for analyzing and discussing student performance outcomes. Deborah asked Yolanda about RHC non-credit CTE classes. She also stated her payroll personnel person is moving to the district.

Commented [ES1]:

5. Action Items

- a) ***All in attendance reviewed and discussed the 18/19 Annual Plan. Yolanda moved to approve the 18/19 Executive Summary, Plans and Goals with changes approved via email. Margie seconded the motion. Motion approved.
- b) Discussion held on the additional allocation funds to be reallocated. Deborah found an accounting error and there was no funds left over. Eileen had made the error.

6. Website Domaine

- a) ***Discussion on the renewal and length of time of website domain. Margie made a motion to pay for the RHRAEC website Domaine for 5 years in the amount of \$150.00 to be paid through the Activities Funds account held by Tri-Cities ROP. Ray seconded the motion. Motion approved. RHC to invoice the RHRAEC activities fund and send payment to Digical.

7. Other

- a) Eileen thanked Deborah for serving as Chair. She stated Ray will begin his chair rotation on September 1, 2018 – January 1, 2019. Tracie to hold the following four months.

8. Adjourn

***Yolanda moved to adjourn the meeting. Ray seconded the motion. Motion passed. Meeting adjourned at 2:05 PM.

Next meeting:

Coordinating Council Meeting
Wednesday, August 8, 2018, 1:00 PM
Location: Rio Hondo College at Pico Rivera Room 901

***Action Items