



# REGULAR STEERING MEETING

April 26, 2017

3:00-5:00 p.m.

Soledad Adult School

# AGENDA

- Introductions, Public Comments, Guest Presentations
- Action Items:
  - Fund distribution model and process
  - Fund allocation schedule for 17-18
  - CFAD
- Informational Items:
  - Student data reporting
  - Current plan and budget revisions
  - WIOA Title II RFA guidance
- Planning Activities
- Updates, Announcements, Reminders

## ACTION ITEMS

1. Pass-Through Fund Distribution Process
2. Addendum for Member Contracts re: Pass-Through
3. Preliminary Allocation Schedule
4. Affirm all other aspects of Consortium administration

# CONSORTIUM FISCAL ADMINISTRATION DECLARATION (CFAD)

## 1. Fiscal Agent or Direct Distribution

## 2. Pass-Through or Reimbursement Process

- See Action Item 1 – vote to change to Pass-Through

## 3. Fiscal Management

- Quarterly reporting by expenditure type, program area, and objective

## 4. Member Allocations

- See Action Item 3 – vote to approve existing allocation schedule (for now)

## 5. Other Governance Matters

- Organization, structure
- Decision-making processes
- Open and public, stakeholder input

# INFORMATIONAL & DISCUSSION ITEMS

1. Q3 invoices and reports were due April 21
2. Student data due April 30
  - TE Data Integrity Report
3. Current plan and budget amendments due 5/8
  - Email specific changes and updated plans/budgets to Kristen
4. WIOA II RFA Consideration 14 due 5/15
  - Guidance from Francisco Pinedo, for WIOA applicants
5. 17-18 Steering Meeting Schedule
6. 17-18 AE Class Schedules (Summer and Fall)

# 17-18 ANNUAL PLAN DEVELOPMENT

## TODAY:

- Large group and small group discussions, peer feedback, work on Planning Worksheets

## MAY:

- Meet with peers as needed for feedback, support
- Work on any collaborative plans with other Members and Partners
- Plan drafts due 5/17
- Plan draft review & discussion at regular Steering Meeting 5/24

## JUNE:

- Finalize plans, submit final drafts by 6/14
- Final review & voting on member plans at regular Steering Meeting 6/21

# 17-18 ANNUAL PLAN DEVELOPMENT

## Large Group Discussion:

- Review SVAEC Priorities and 3-Year Plan Objectives & Strategies
- Consortium/Regional-level discussion:
  - **Have our region's needs changed since last year? What are our current primary needs?**
  - **Have our Consortium's priorities changed? What are our current priorities?**
  - **What have we achieved so far?**
  - **What do we want to achieve together?**
  - **What improvements do we want to make?**
  - **How do we want to measure success?**

# 17-18 ANNUAL PLAN DEVELOPMENT

## Small Group Discussion:

- Review Member Planning Worksheet
- Break into small groups
- Member-level discussion with peers:
  - Each Member District share with their group:
    - **Current needs and challenges**
    - **Areas for improvement**
    - **Goals for next year**
    - **Activities to be maintained next year**
    - **New activities to be planned or implemented next year**
  - Provide feedback with each other, share ideas, help problem-solve
  - Determine if there are ways to collaborate with each other or possibly with other Members or Partners
- Report out to large group





**NEXT REGULAR STEERING COMMITTEE MEETING: 5/24/17**