



Adult Education Implementation Meeting

Verdugo Jobs Center
1255 S. Central Avenue, Glendale CA 91204
July 18, 2019 ♦ 1:00pm-3:00pm

Agenda

Agenda Item		Purpose	Person(s) Responsible	Time Frame
I.	Introduction	A. Welcome & Introductions	Alfred	5 min.
II.	Public Comments	A. Community Comments	Community	5 min.
III.	Minutes	A. Review & Approval of Minutes for June 20, 2019	Board	5 min.
IV.	Director's Report	A. Updates from the Director	Alfred	15 min.
V.	Planning	A. Three Year Plan 1. Review of Plan for 2019-2022	MaryAnn	45 min.
VI.	Member & Partner Updates	A. Partner Updates 1. CC Pathway Examples - Rick	All	35 min.
VII.	Next Steps	A. Next meeting date: July 18, 2019	All	
VII.	Adjourn	Adjourn: 3:00 pm		



Adult Education Implementation Meeting

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1255 S. Central Avenue, Glendale CA 91204
June 20, 2019 ♦ 1:00pm-3:00pm

Attendees: Louis Melendez, Hilda Ghazarian, Emma Sanchez, Jesse Holm, Carmen Jimenez, Abigail Espericueta, Guillermo Garcia

Members: Alfred Ramirez, Judith Velasco

Staff: Jesse Holm

Meeting Notes

Agenda Item		Outcome
I.	Introduction	A. Welcome & Introductions 1. Director AR opened the meeting and welcomed all attendees.
B.	Public Comments	A. Community Comments 1. No public comments submitted.
C.	Minutes	A. Review & Approval of Minutes for April 11, 2019 and May 23, 2019 1. AR moved to approve both April and May Minutes, JV seconded pending review regarding Governance Structure around whether vote has to be abstained if not present (JV wasn't present for May 2019 meeting)
D.	Director's Report	A. Updates from the Director 1. AR reported that our team may present at October CAEP conference. 2. AR stated that we just submitted information from co-enrollment to the state level – MaryAnn Pranke was instrumental in writing that up. 3. AR stated that GCC's Garfield Campus is looking to rent space at the medical center across the street. The lease has been signed and there will be three classrooms and two offices. 4. AR stated that GCC is buying properties surrounding the Garfield campus. Construction timeline is to be determined. 5. AR stated that current buildings at GCC's Garfield Campus will also be updated – a few rooms will be split in half and redesigned.

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		<p>6. AR stated that he wants to conduct more outreach to the medical community, JV stated there are many medical offices in Glendale and they can discuss further.</p> <p>7. AR stated that summer session began at Garfield this week but will be shorter than previous summers; ESL ran 10 weeks last year but will run 6 weeks this year.</p>
E.	Budget	<p>A. CFAD: Approval of Revised Budget Due to Reduction in COLA</p> <p>1. AR stated that the cost of Living adjustment affected the overall budgets of all of the adult ed consortia in the state; our budget was cut approx. \$2,000</p> <p>2. AR moved to approve the budget, JV seconded. Motion unanimously approved.</p> <p>B. Status of MOUs for 2019-20</p> <p>1. JV understands we are missing MOUs from Department of Rehabilitation, Communitas, and EDD– JV will verify these are the only organizations missing. For those who are missing MOUs, please submit wet copies.</p>
F.	Planning	<p>A. Three Year Plan</p> <p>1. Review of Plan for 2019-2022</p> <p>2. JV stated that the plan has information on what GlendaleLearns has done and what we plan to do. She will send the document out to GlendaleLearns team to review.</p> <p>3. AR stated that we are open to working on projects and taking ideas from all and that our focus is just improving services for individuals in the community. AR stated that focusing on adults with disabilities has been a priority because it is seen as a high need across the country; we need increased amount of support services such as DSPS and Mental health Services.</p>
G.	Member & Partner Updates	<p>A. Partner Updates</p> <p>1. JV discussed the training opportunity for veterans to learn skills in CNC. We are currently trying to outreach for this training program at a local facility called Veterans Village. This veteran-focused CNC training program will run during the same semester as the Verdugo CNC Academy for Adults with Disabilities.</p>

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	<ol style="list-style-type: none"> 2. JV discussed seeking funding to support getting a social worker on site for adults with mental health needs. JV stated that it is becoming clear that with all of our programs there is an underlying need of Mental Health Services. JV stated that we need professionals with that experience to assist our clients. 3. JV stated that we have completed our local plan and that, thanks to MaryAnn Pranke, out of the 45 workforce development boards across the state, only 12 were approved and ours was one of them. 4. There will be a job fair on the 27th of June organized by the Los Angeles County Office of Education. It will be held at the Civic Auditorium, JV will send out the flyer to all. 5. JV discussed the music mentorship program. This year, GCC students were included– there are 12 slots and 4 students from GCC were accepted. BUSD and GUSD also had students accepted. The program focuses on connecting music students with professionals in the field. This year, mentors will also provide instructional lessons. This program will begin June 28th. 6. ES stated that Scott Rubke is retiring, Curtis Potter will be taking over his position. Curtis will be overseeing advanced manufacturing, welding and culinary arts. ES stated that Melissa Younesian was working with them on the job placement program, but ES stated she does not know how many people ended up being accepted – JV will find out more details from Melissa. 7. ES stated that there is an Engineering Design Academy beginning. Camp Real is also beginning – the program is for young girls who want to learn about writing a script and putting a film together. 8. GG stated that there are no computer classes in July or August. GG stated that the Library's computer lab currently has desktops but will be switching to laptops. 9. Hilda – IRC started a citizenship class at the library starting in April. Classes will be extended till July 17th 10. HR discussed World Refugee Day, which is today. An event was hosted at the LA Central Library. 11. AE stated that the Campbell Center is making a lot of changes. The center will open the art center for the community to use, charging \$5 per person to use the materials. The exact date this change will happen is to be

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		<p>determined. AE stated that Center staff is looking for places for their clients to volunteer, take classes, and become more involved in the community.</p> <p>12. GG stated that children can receive free lunch everyday during the summer at the Glendale Library - this will be going on from June 17 through August 9.</p> <p>13. JV stated that Joylene Wagner has resigned from her part time position as of early July. She may still continue to attend CAEP meetings as a Communitas Board member.</p>
H.	Next Meeting	A. Next meeting date: July 18, 2019
I.	Adjournment	Meeting Adjourned at 2:10pm.

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- ♦ Classes at Glendale Community College
- ♦ 9 transferable College Units
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**GET PAID WHILE
YOU LEARN**

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- ♦ If interested in this program please contact the Veteran Representative Thomas Flynn
- ♦ Phone: 818-937-8039
- ♦ VJC – 1255 S. Central Ave. Glendale



Contact VJC:

Thomas Flynn (818) 937-8039

TFlynn@glendaleca.gov



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For Adults with Disabilities

Your Skills Are in Demand **Start Your Career as a CNC Machinist**



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The Academy is designed to train adults with disabilities who want to enter the manufacturing industry. Adults with Autism Spectrum Disorders are encouraged to apply!

The Academy Highlights:

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- Job placement
- No cost to students!

The next Cohort starts September 3rd, 2019!

Interested in more information?

Contact Tina Hartyon at the Verdugo Jobs Center

(818) 937-8080 ▪ thartyon@glendaleca.gov

<https://www.glendalelearns.org/cncacademy>

Verdugo CNC Machinist Academy **@ GLENDALE COMMUNITY COLLEGE**

For Adults with Disabilities

The Verdugo CNC Machinist Academy at Glendale Community College is a collaboration between machine technology educators, specialists in education for those with disabilities, representatives from state and local social service agencies, and non-profit organizations to provide an innovative training program for adults with disabilities.

This one-of-a-kind collaborative group is dedicated to properly train, place in the workforce, and provide on-going support for qualified students seeking skill-specific, well-paying jobs within the manufacturing industry.

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