



**Marin Adult Education Program Consortium
Governance Committee Agenda
October 4, 2023**

Meeting time: 2 – 3:10 pm, October 4, 2023

Zoom link: <https://tamdistrict-org.zoom.us/j/91885676452?pwd=aDJyQWVo5MU5NUk1DUVQwRVprRUhHQQT09>

Meeting Moderator: Jenifer Marsh Russell, Novato Adult School

Meeting minutes: Rebecca Nowlen, MAEP Outreach Coordinator & Data Analyst

In Attendance: Jen Russell, Jaemi Naish, Wayne Everbeck, Rebecca Nowlen, Nik Inalsingh, Madeline Bryant, Gina Cullen, Kathleen Antokhin, Ken Lippi, Victoria Martin, Adam Jennings

FUNDING YEAR	SPEND BY
2021-22	6/30/2023; With written explanation: 12/31/2023
2022-23	6/30/2024; With written explanation: 12/31/2024

- I. Public Comment - No Comment
- II. Guest Speaker
 - A. Wayne Everbeck and Nikhil Inalsingh of WANB / Career Point
 - 1. Showed PowerPoint Presentation linked [HERE](#)
 - 2. Happy to meet with members for a more-in-depth presentation
 - 3. Under umbrella of America’s Job Center
 - 4. Lake, Marin, Mendocino, and Napa counties
 - 5. Partnered with many state and federal agencies
 - a) Provide resources to get people back to work
 - 6. Serves: In-school youth 14-21; Out of School youth 16-24; adults 18+; preciously laid-off workers
 - a) One on one guidance

7. Career advisors assist with all levels of job search and placement, and many of job preparation
8. Budget for work attire, academic materials, etc.
9. Workshops
 - a) Career exploration
 - b) Job search techniques
 - c) More!
10. Funding to help individuals with training: earn and learn, apprenticeship, vocational training, certifications.
11. Contact them to access services
12. They will come to your school site to deliver information directly to students
13. Mobile App available

III. Items for Discussion and/or Action

- A. Approve Minutes of September 6, 2023 meeting
 1. Kathleen moves to approve, Jaemi seconds, Motion passes
- B. Carryover Check-in - Kathleen
 1. Half members ended 22-23 over 20%, half under

MAEP	2022-2023					
	21-22 Carry Over	Allocation	Budget	Spent	Carry Over	Carry Over %
COM	\$ 102,374.00	236,621	\$ 338,995.00	\$ 298,988.00	\$ 40,007.00	17%
MCOE	\$ 169,803.00	110,000	\$ 279,803.00	\$ 130,500.00	#####	136%
Novato	\$ 99,697.00	238,950	\$ 338,647.00	\$ 252,781.00	\$ 85,866.00	36%
SRCS	\$ 62,395.00	248,950	\$ 311,345.00	\$ 218,443.00	\$ 92,902.00	37%
Shoreline	\$ 16,051.00	40,000	\$ 56,051.00	\$ 51,876.00	\$ 4,175.00	10%
TAS	\$ 35,108.00	794,263	\$ 829,371.00	\$ 772,186.00	\$ 57,185.00	7%
	\$ 485,428.00	#####	#####	#####	#####	
				80%	26%	

MAEP	2023-2024				
	22-23	22-23	23-24		
	Carry Over	Carry Over %	Allocation	Total Budget	Target Expenditure Amt: All 22-23 carry-over and 80% of 23-24 allocation
COM	\$ 40,007.00	17%	#####	#####	\$ 248,959.00
MCOE	#####	136%	#####	#####	\$ 253,027.80
Novato	\$ 85,866.00	36%	#####	#####	\$ 296,682.00
SRCS	\$ 92,902.00	37%	#####	#####	\$ 311,718.00
Shoreline	\$ 4,175.00	10%	\$ 40,000.00	\$ 44,175.00	\$ 36,175.00
TAS	\$ 57,185.00	7%	#####	#####	\$ 727,643.40

C. ELL Healthcare Pathways Grant - Kathleen

1. Shared document online. Input data there and COM will enter on NOVA

D. [Outreach Coordinator Update](#) - Rebecca

1. CAEP Directors' Event
2. MOU / Allocation Amendment between MCOE & TAS
3. Goals for 2023-24
 - a) Data and Reporting
 - b) Marketing and Student Outreach
 - c) Members and Partners
4. Budget and Workplan NEW Due Dates
5. Online HSD courses in Spanish - update
6. In-Person Meetings?
 - a) Brown Act guidelines

E. Member/Partner Updates and Handouts.

1. COM - Kathleen
 - a) Partnership with Canal Alliance running Latinos in Finance
 - b) E2C Construction Fundamentals
 - c) Piloted OSHA 10 as follow-up to E2C. Loo
 - d) CNA just completed first cohort– 13/15 students completed. Testing coming in the next two weeks. Program is Big success! Next cohort in the works
 - e) ESL Enrollment is up– significantly higher than last year!
2. TUHSD- Jaemi
 - a) Just started Home Care Aide class. 30 participants! Record

- (1) Partnership with Marin Center for Independent Living has introduced us to a new demographic of student, esp. Parents taking care of their own developmentally disabled children
- b) Expanding Pearson Vue to Saturdays
- c) Expanding ESL classes to Fairfax in the spring
- d) Attended CTE convention with Jesse. Great event!
- 3. MCOE - Ken
 - a) Held Parent Workshop for Alternative Education
 - (1) Attendance is an issue
 - (2) Individual outreach is going very well. Best connection post-covid
- 4. SUSD - No report
- 5. NUSD - Jen
 - a) Using TE Portal to do attendance
 - b) Kyle (COM Counselor) came to present
 - c) Looking for fully bilingual ESL teacher
 - d) Wants to begin citizenship class
 - e) Will be exploring attendance solutions with district
 - f) Wondering about education around fentanyl use with adult students
 - (1) Ken will send out resources
 - (a) OD-Free Marin / Marin HHS - Rebecca will look into this
 - (2) Could we put together a 10 minute webinar in Spanish?
 - (3) Tam district presented a short clip called "In the Know"
- 6. SRCS - No report

Meeting adjourned 3:13 PM