



### **Executive Committee Meeting Minutes**

January 14, 2026      12:30 – 2:30 p.m.      Chaffey Adult School

Please contact George Matamala ([george.matamala@cjuhsd](mailto:george.matamala@cjuhsd); 909-391-5365) for information on providing public comment at this meeting.

\* = vote to be taken or action item

#### **1) Welcome/Introductions**

#### **2) Approval of Agenda\*** *Motion: Sean, 2nd: Heather, All in favor?: Yes*

#### **3) Approval of Meeting Minutes\***

a) Date: December 4, 2025

b) Member representatives present: Janeth Rodriguez, Sean Delgado, Cindy Gleason, Heather Post, George Matamala

*Motion: Cindy, 2nd: Sean, All in favor?: Yes*

#### **4) Public Comment** *None*

#### **5) Consent Items** *None*

#### **6) WECC Business**

a) WIOA II Review

i) What is due *now*? *GAN, Q1 Exp & Claim Report (2/13) Q2 (2/27)*

ii) What's coming up? *CIP (4/30/26)*

iii) What's different? *The back-to-back Exp & Claim Reports are different*

b) Data Follow Up

i) What should we be looking at starting Spring Semester?

*Understanding DIRs is essential to having clean data. Clean data is vital for ensuring accurate follow up with students, so payment points are accurate. "11A Functional Level Gain" is key for comparing year to year progress*

#### **7) Fiscal\***

a) \*One-time funds request

i) FAS requesting \$200,000 from consortium-wide funds

*\$150,000 was more in line with available consortium-wide funds. Motion made for FAS to receive \$150,000 from CWF  
Motion: George, 2nd: Sean, All in favor?: Yes*

- b) Carryover follow up
  - i) How are your projects, hires, etc. coming along? *Projects moving forward; purchase orders approved last week.*
  - ii) How can we help? *Good for now*

## **8) Information Items**

- a) None

## **9) Professional Development for 25-26**

- a) [CAEAA Conference, Feb. 11-13](#), (San Diego, CA)
- b) [ACSA Leg. Day/CCAIE Leg. Day](#), Apr. 20-21, (Sacramento, CA)
- c) [COABE](#), Apr. 12-15, (Indianapolis, IN)
- d) [CCAIE State Conference](#), Apr. 30-May 2, (San Diego, CA)
- e) [CASAS SI](#), June 15-18, (Garden Grove, CA)

## **10) Site Reports**

- a) Chaffey College: *Search ongoing for Maria's permanent replacement; timeline affected by board processes. Offerings: HVAC (Chino Valley), CSI classes, bus tech, adult dual enrollment. ESL low enrollment in some classes; coordination to boost enrollment. Follow up on EMT offering for Fontana Adult School for summer.*
- b) Chaffey Adult School: *Concerned about possible cuts to programs/staffing due to WIOA shortfalls and increasing costs.*
- c) Chino Valley Adult School: *Facilities upgrades underway (cabinets, blinds, carpet, painting); marquee expected in February. Textbook pilot completed; new textbooks to be ordered before April 1. ESL staffing changes due to retirement; merged two Level 4 classes (~40 students). Reallocated GED/ESL assignments to reduce one full position and save costs. High attendance (28-30 daily) limits further class collapses.*
- d) Fontana Adult School: *EMT Course 1 with Chaffey starting; aim to articulate so only Course 2 needed at Chaffey. District completed electrical, drainage, and paving; in-kind support acknowledged. Schedule under review for spring revisions/collapses.*
- e) Upland Adult School: *Fencing installed; racks and repainting underway; BenQ displays, tables, chairs planned. Facility completion anticipated in ~3 weeks. Potential to host InTech welding at Upland for spring; follow up with Jonathan. Electrical tested; exhaust in place; ready to procure additional equipment.*

## **11) Other None**