

## Executive Committee Meeting Minutes

July 30, 2025

12:30 p.m.– 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

*The meeting was called to order at 12:57 PM*

*Members present: Sean Delgado, Cindy Gleason, George Matamala, Heather Post, Maria Rodriguez*

### 2) Approval of Agenda\*

*Motion: Cindy; 2<sup>nd</sup>: Heather; All in favor? Yes*

### 3) Approval of Meeting Minutes\*

a) Date: May 7, 2025

b) Member representatives present: Sean Delgado, Heather Post, George Matamala, Maria Rodriguez

*Motion: Maria; 2<sup>nd</sup>: Heather; All in favor? Yes*

### 4) Public Comment

a) *FAS's potential pathway data analyst and grant writer was not available to join the meeting but will most likely join next time.*

### 5) Consent Items *None*

### 6) WECC Business

a) The data manager position was discussed again.

- Cons: Additional expense in financially uncertain times.
- Pros: Can help WECC agencies collect data that can justify funding and/or address ineffective programs
- Will see if FAS's data analyst is a good fit and work with CC to see if we can get similar data to what had been shared in previous years re: transitions, etc.

### 7) Fiscal\*

a) **Amended CFAD for 2025-26\***

As a result of the amended CAEP allocation for the 25-26 SY, the consortium has \$11,601 fewer dollars to allocate. We will need to discuss and vote on a CFAD amendment to reflect this change.

- *A motion was made to have the \$11,601 come out of consortium-wide fund. Motion: George; 2<sup>nd</sup>: Cindy; All in favor? Yes*

**b) CAEP Q4 Fiscal Report**

Due 9/1/25 and will determine final carryover percentage and amount.

- *Reminder of the WIOA 8/1/25 deadline for Final Expenditure*

**c) WIOA II Update**

The federal government has unfrozen the funds for 25-26, but the future is uncertain. What are the possible implications for 26-27 and beyond?

- *Agencies will still be cautiously spending until we have more information regarding what the next round of WIOA funding will look like.*
- *FAS requested that we explore Adult Ed Perkins as a possible funding source*

**8) Annual Plan Update**

- a) The 25-26 Annual Plan is due by August 15, 2025. Please email George regarding any suggestions. The Plan will need to be submitted the week of August 7 and approved by all members in NOVA by the 15<sup>th</sup> of August.
- *George will notify members when the draft is ready to be reviewed in NOVA after gathering feedback.*
  - *The annual plan will follow the three-year plan very closely.*

**9) Information Items**

- a) None

**10) Site Reports**

- a) *Chaffey College: FT begins 8/11/25; counselors and "champions" have been scheduled for sites, and an email clarifying roles will be sent by end of week*
- b) *Chaffey Adult School: New Medical Assistant and Cyber Security programs; new AP is very effective*
- c) *Chino Valley Adult School: ViewSonic's have been installed, and teachers have been trained in their use; Positive response to the tech; Room G has been renovated and will serve as an additional ESL class*
- d) *Fontana Adult School: Exploring the possibility of an EMT class*
- e) *Upland Adult School: First HSD graduation ceremony was impactful; Plans to secure a facility for UAS are moving forward*

**11) Other: None**

**12) Closure: Meeting was adjourned at 2:07 p.m.; Minutes submitted by George Matamala**