

Committee	CEO Board	Date	May 22, 2022
Participants			
Members Present: <ul style="list-style-type: none"> Dr. Aracely Aguiar, Los Angeles Pierce College (<i>sent proxy</i>) Dr. Armida Ornelas, Los Angeles Mission College Dr. Barry Gribbons, Los Angeles Valley College Dr. Bill Scroggins, Mt. San Antonio CCD Dr. Brenda A. Thames, El Camino CCD Dr. Erika Endrijonas, Pasadena Area CCD Dr. Francisco C. Rodriguez, Chancellor, LACCD Dr. Kathryn Jeffery, Santa Monica CCD Dr. Katrina VanderWoude, LATTC Dr. Keith Curry, Compton College Dr. Luis Dorado, Los Angeles Harbor College Dr. Mary Gallagher, Los Angeles City College Dr. Seher Awan, Los Angeles Southwest College Ms. Teresa Dreyfuss, Rio Hondo College (<i>sent proxy</i>) 			
Members Absent: <ul style="list-style-type: none"> Dr. Alberto Román, East Los Angeles College Dr. David Viar, Glendale CCD Dr. Greg Schulz, Citrus CCD Dr. James M. Limbaugh, West Los Angeles College Dr. Jose Fierro, Cerritos CCD Dr. Mike Muñoz, Long Beach City CCD 			
Proxies: <ul style="list-style-type: none"> Don Miller, Rio Hondo College (<i>attended on behalf of Teresa Dreyfuss</i>) Matt Jordan, LA Pierce College (<i>attended on behalf of Dr. Aracely Aguiar</i>) 			
LARC Resource Table: <ul style="list-style-type: none"> Dr. Narineh Makijan, Regional Chair and AVP, Los Angeles Regional Consortium, Pasadena City College Grace Rakow, Administrative Assistant, Los Angeles Regional Consortium, Pasadena City College Salvatrice Cummo, Vice President of Economic Workforce Development, Pasadena City College 			
Special Guests <ul style="list-style-type: none"> Jill Dolan, Director of Public Affairs, Mt. San Antonio College 			
<ol style="list-style-type: none"> <u>Welcome</u> <p>Dr. Erika Endrijonas welcomed the CEO's in attendance. A quorum of participating members was present.</p> <u>Approval of March 2022 Minutes</u> <p>Motion made by Dr. Keith Curry, Compton College, to approve the March 24, 2022, LARC CEO Board Meeting Minutes. Seconded by Dr. Barry Gribbons, LA Valley College. No edits were requested prior to approval. Motion approved unanimously.</p> <u>Approval of April 2022 Minutes</u> <p>Motion made by Dr. Keith Curry, Compton College, to approve the April 28, 2022, LARC CEO Board Meeting Minutes. Seconded by Dr. Seher Awan, LA Southwest College. No edits were requested prior to approval. Motion approved unanimously.</p> <u>Action Item: 21-22 Augmentation</u> <p>Dr. Narineh Makijan reminded the board that the region had \$2,126,926 available in 21-22 SWP augmentation funding to be allocated to new, existing, or braided projects. The consortium had undergone an application process to determine distribution of the funds. All nineteen (19) colleges had scored the submitted applications. Three (3) projects had submitted applications:</p> <ol style="list-style-type: none"> Expansion of Existing K12 Pathway Coordinators (Rank 1, Score 87.1) LA Regional Job Placement & Employment Services (Rank 2, Score 83.2) 			

3. Entertainment & the LA Creative Economy (Rank 3, Score 82.6)

There was not enough funding available to meet the requested amount for each project. The Los Angeles Workforce Council had recommended a 14.4% deduction in the requested amount across all three (3) projects.

Dr. Endrijonas asked if the Expansion of Existing K12 Pathway Coordinators project was planning to hire new pathway coordinators. Dr. Makijan explained that LACCD needed additional coordinators to ensure that all K12 districts were being served. The funds would support the hiring of four (4) additional K12 Pathway Coordinators. The coordinators would be placed at the LEA's.

The LA Regional Job Placement & Employment Services project was requesting additional funding for job developers to ensure the placement of students. Salvatrice reminded the board that the augmentation being discussed was for 21-22 SWP funding. During the 20-21 funding round, this project had not been funded. Under previous rounds, job developers had been hired for the project. The augmentation would be supporting the prior project.

Motion made by Dr. Seher Awan, LA Southwest College, to approve the LAWC recommendation to fund, with the 21-22 SWP augmentation funds, all three (3) projects with a 14.4% reduction in their respective requests. **Seconded** by Don Miller, Rio Hondo College.

Dr. Curry asked if there was any data support. He voiced his support of the LAWC recommendation, but he was curious about the evaluation piece. Under previous rounds, there had not been a formal evaluation process. The objective was to move forward with project monitors to evaluate each job's outcomes. Dr. Endrijonas indicated that the job developers were exploring full time and part time. Salvatrice explained that internships were not an outcome. Each college would be leveraging the job development position in their own way. For example, Rio Hondo would have their job development person working on career and job development, as well as internships.

Motion approved unanimously.

5. Community Colleges of Los Angeles (CCLA) Project Follow-up Discussion

Dr. Narineh Makijan reminded the board that the Community Colleges of Los Angeles (CCLA) Project was led by Santa Monica College at the time of the meeting. Dr. Kathryn Jeffery had made the recommendation to establish LARC as the lead of the project for the upcoming year. Dr. Makijan explained that the foundation of the project was strong, but there was room to enhance pieces of the project. At the regional level, there would be more intentionality for training opportunities, working with the campuses, and identifying leads. Dr. Endrijonas requested information from Dr. Jeffery regarding the reason for the proposed shift. Dr. Jeffery explained that the project felt that CCLA should be moved to the oversight body of the region. Dr. Francisco C. Rodriguez indicated his support for the recommendation. He requested additional information regarding the medical technology category used by the project. Salvatrice Cummo agreed to dive deeper into the medical technologies terminology. Dr. Rodriguez indicated that the region should begin to utilize that language if it was part of the region's branding. Dr. Gallagher responded that medical technologies encompassed the healthcare industry end-to-end, including biotech and infotech.

Dr. Keith Curry indicated his support of the recommendation. He also voiced a concern raised by one of his staff regarding the lack of a data sharing agreement with the vendor. Dr. Curry will circle back to his staff member to receive additional information. Dr. Gallagher agreed that the region should do a deeper dive into a data sharing agreement. She suggested the possibility of including data sharing in the LARC Bylaws.

Motion made by Dr. Barry Gribbons, LA Valley College, to approve the movement of the CCLA Project leadership from Santa Monica College to LARC. **Seconded** by Dr. Keith Curry, Compton College.

Dr. Curry requested additional information regarding what the moving of the project from SMC to LARC would entail. Dr. Jeffery explained that LARC would begin to lead the effort and move forward the project. At the time of the meeting, the project was led by Sasha King, and it was a role that was added to her full workload. Dr. Makijan reiterated that an SMC Dean was overseeing the project with support from faculty, Blackboard, etc. The vendors and the foundational

pieces were all already set in place. LARC would be addressing a long-standing challenge of having a record of the leads at each community college. The structure, website, method for collecting and sharing leads, training tools, and resources were all already established. Sasha King had been overseeing the vendors and faculty in the project. In the transition, she would still support the project. LARC would be diving deep into the project and making modifications. Salvatrice Cummo explained that all contracts would be reinstituted under PACCD. Contracts had been paused while discussion surrounding the transition took place. Once approved, the vendors would fall under LARC. Dr. Makijan would ensure that contract requests were submitted by the following day to ensure that they would be included on the June 2022 PACCD Board Meeting. The Contracts Department at PCC was aware that the contracts would be going through to the board if approved.

Motion approved unanimously.

6. LARC Bylaws Workgroup

Dr. Endrijonas and Dr. Gallagher had reviewed the LARC Bylaws. They were recommending that the bylaws be updated. The outlined edits would be expanding the document to provide additional depth. The co-chairs were requesting that a few CEO's volunteer to assist in drafting the updated bylaws. The co-chairs planned to update the quorum requirements to ensure that critical items could be resolved at each meeting and that the region could continue to move forward. Dr. Scroggins, Dr. Thames, and Dr. Awan volunteered to serve in the bylaws workgroup. Dr. Makijan would function as the contact person for the workgroup.

7. National Science Foundation (NSF) Grant Opportunity

Dr. Makijan informed the board that LARC had been asked to participate in an exciting opportunity. The University of Southern California (USC) was preparing to apply for the recently announced Regional Innovation Engines (NSF Engines) Program. They would be submitting a five (5)-page proposal by June to be considered. The grant would have a 10-year duration, and \$160M total would be distributed. Dr. Gallagher voiced her excitement regarding the possibilities for the grant. Dr. Makijan further explained that the grant would support job placement opportunities for students. USC had requested that the LA-19 be included in the proposal. She explained that the community colleges would not be submitting the grant, and the commitments would be determined. USC would also be partnering with four (4)-year universities and other organizations. Dr. Endrijonas clarified that the grant was separate from the UNITE-LA grant. While there was a similar focus, the LA-19 would be more clearly involved with, and a significant driver for, the UNITE-LA grant.

Dr. Barry Gribbons voiced the importance of seeing the budget and understanding what amount of the funding would be allocated for the LA-19, as well as the purpose of the funds. He noted that the role of the LA-19 could be the referrer of students. If that was the case, he was curious if all funds would be kept by USC or if there would be any distribution to the colleges. Dr. Gribbons indicated that he was in favor of the LA-19 being included in the grant application, but he would prefer to learn additional information regarding the proposed budget.

Dr. Francisco Rodriguez informed the board that the \$160M would be divided between five (5) selected applicants. The funding would be utilized specifically for supporting job opportunities. He indicated that he was in full support of the LA-19 being included in USC's application. USC would be tailoring the application to the interests of the LA-19. They had identified around twenty (20) other partners, which included Caltech, researchers, etc. Dr. Scroggins noted his enthusiasm regarding the opportunity to assist in developing a sustainable economic infrastructure in the LA region.

Dr. Makijan noted that USC was in Phase 1 of the process, which involved submitting a five (5)-page proposal. Phase 2 would include a budget discussion. Dr. Gallagher noted that the partnership's benefit would likely be beyond the financial. Dr. Makijan added that USC was requesting participation from the all colleges who are a part of LARC.

8. LA County Update

Salvatrice Cummo informed the board that she had met with the LA County EWD Director Kelly LoBianco. The county recognized that their infrastructure involved many barriers to work being accomplished, but they were

committed to working with LARC to assist the colleges in working around the existing barriers. Kelly recognized that the county typically pursued funding and then built the team around the funding that was received. She was planning to move towards a more intentional way of approaching potential funding. The county would instead be identifying an opportunity and determining what programming was already in place in LA for accessing the new funds.

The county would like to use the LA-19 voting members to leverage funding opportunities and strategically place funding at community colleges in order to support initiatives. Kelly came from New York where community colleges were leveraged to a greater extent than in LA County. She will be working to ensure that community colleges are at the table when the county is making decisions on program offerings.

The first step in this integration of the community colleges with the county would be outlining opportunities that community colleges offer and matching them with existing commitments to see if any collaboration could take place. The county would be exploring which existing programs could be tied back to community colleges. Moving forward, the colleges would be consulted when new programs were considered. The county had a 24% vacancy rate for public health, mental health, and other similar positions. Kelly envisioned the county's community colleges assisting with filling the vacancies. The primary challenge in recruitment was the six (6) to nine (9) month onboarding process.

Salvatrice reminded the board of the CERF opportunity for the colleges. \$600M had been allocated to the state, which would in turn be divided into California regions. LAEDC was taking the lead, and LARC had committed to participate with all community colleges involved in the conversations surrounding crafting the proposal. Dr. Endrijonas requested information regarding how the funds would be allocated. Dr. Scroggins indicated that a survey must be taken to be added to the list of CERF partners. Dr. Gallagher indicated that it would take time to get through the bureaucratic process, but she confirmed her support in ensuring they were on the list.

Salvatrice explained that they would need to finish going through the first round of the process to understand the region's capacity and the place where they fit. She indicated that this money may not be available to the region again, and they should make a conscious effort to take advantage of the opportunity.

Dr. Scroggins indicated his appreciation for the prospect of better aligning the work of the community colleges with the county. He noted the challenge of aligning programs with the county's certification process (e.g. welding). At times, the county would change their certification process without alerted colleges who would be impacted by the change. He indicated that this alignment would be a benefit of having the consortium. Dr. Scroggins noted that his college's exit exam was directly certified with the county, but they needed to have a signed agreement with the county to have that opportunity. He indicated that collectively pursuing these opportunities would be critical.

Dr. Curry indicated his agreement with the conversation that had been taking place. He emphasized that the consortium should be strategic in this partnership, taking the collaborative opportunity beyond one project. Compton College worked with Cal Fresh, data sharing, etc. Dr. Curry recommended that the region enter into an MOU agreement that included all projects done in collaboration with the county, having the Board of Supervisors approve the agreement. He noted that all the colleges had individual projects that were an overload to implement. In the long term, an MOU would be an important step for the region.

Dr. Gallagher indicated that the region would need support from someone who fully understands the operational side of the partnership. The region would need to ensure that the compiled information went to the best person to work with the LA-19. Several members of the board voiced their support of the inventory and the potential combined MOU with the county. Dr. Gribbons suggested a retreat with people from the county to explore the breadth of possible partnerships. The board brought up different potential areas for collaboration: mental health, transportation (free Metro passes), formerly incarcerated individuals, underemployment, Cal Fresh, data sharing, job placement, job training, library services, etc.

Dr. Curry suggested that the region begin with developing their own inventory of county-related programs. They would then schedule a meeting with the county to present their current partnerships. The LA-19 and the county would then discuss the next steps for their partnership. The board voiced their support for the plan. Dr. Scroggins

suggested that the board mine for programs that were working well and ones that were significantly challenging. Dr. Curry proposed the hiring of a liaison between the LA-19 and the county. Dr. Gallagher suggested that the inventories be completed by the time of the retreat. She requested a report out from the CEO's during the June meeting on their progress with regards to the inventory.

9. K12 SWP Projects

The board was informed that web developers would be launching a K12 area on the LARC website (<https://losangelesrc.org/k12-strong-workforce-program/>). Information regarding all partnerships would be housed on the website. There would be a brief summary with each of the profiles. Dr. Endrijonas voiced her appreciation that the CEO's will be able to redirect people to the website.

10. Next Meeting: June 23, 2022 @ 9:00 a.m. – Virtual

Zoom: <https://pasadena-edu.zoom.us/j/96972804472>

The next board meeting would be held via Zoom. The co-chairs reminded the board that a quorum had not been reached at the previous meeting. They requested that the other CEO's share what LARC and the co-chairs could be doing to ensure that there is engagement in the business of the consortium. The board could consider the question and provide additional responses at a later date.

Several board members noted the scheduling challenge of the standing meeting day, as well as the difficulty of traffic for in-person meetings. Dr. Curry suggested the possibility of conducting business through online voting and utilizing meetings for strategizing. Salvatrice requested further clarification regarding whether strategy sessions should take place on a monthly or quarterly basis if the board pursued that direction. Dr. Curry indicated that the strategy meetings could take place quarterly, but he recommended that they take place more often due to items that arise. If the board continued to meet monthly, he suggested that sufficient time be dedicated to dialogue and conversation. Dr. Gallagher emphasized the importance of regular meeting times to ensure that the region would be capitalizing on opportunities before they disappear. Salvatrice emphasized that the LARC CEO Board had the ability to influence long-term system changes for the county, and she urged them to leverage their current momentum.

Dr. Rodriguez reiterated the challenge for him, and others, with the current meeting day. He emphasized the importance of the work being done in the region. Dr. Rodriguez indicated that Zoom meetings would be significantly easier for many people's schedules. He suggested that the region pull together an LA narrative for SWP investment in the region. The narrative would outline how they have utilized, supported, and magnified workforce development in the county, including metrics in the document. This may assist in the clear articulation of what the region had accomplished with the funding in job sectors.

Dr. Scroggins indicated the importance of strategizing regarding enrollment. He encouraged the region to explore unique opportunities (e.g., pursuing immigrant populations, reconnecting with those who have a college degree but no skill set that would enable them to make a livable wage, provide resources to the unhoused, etc.). He indicated the challenge of monthly meetings. Dr. Scroggins suggested that the region pull together summits where the colleges can bring together their talents and connect together to address how they are bringing populations into the colleges.

Dr. Endrijonas suggested that the different areas of the county bring their county supervisor into a meeting with the applicable CEO's. Dr. Curry requested that the LARC CEO Board Meetings be utilized for strategizing and that the attendees produce outcomes at the end of the time that should be followed up with by the next meeting. Dr. Gribbons emphasized the need to ensure that the board determine how the funds should be spent to make the largest impact on the region. Dr. Scroggins agreed that the consortium should ensure that they can collectively provide data to show the impact of the funds on the region. The board needed to ensure that they could show what sectors were working for the region as a whole. He recommended that the region develop strategy reports in addition to mandatory reporting.

Dr. Makijan informed the board that the consortium was hiring a business analyst who would be creating a dashboard that could be organized by college and the region to showcase outcomes. Dr. Curry requested that the

dashboard also have the capability to break the data down by supervisory district, assembly, senate, etc. If the data could be sorted in those ways, the LA-19 could share the dashboard with elected officials.

Dr. Rodriguez requested the development of a larger strategic plan which would outline the programs that need deeper investments and those that should be discontinued. He suggested a full day on a Saturday where the CEO's could meet with a facilitator who would assist them in mapping out their plan for the region and would provide support to directors. Dr. Curry suggested that the region develop a strategic plan for the next five (5) to seven (7) years. The plan could outline their strategy for programs, LA County partnerships, etc. Dr. Gallagher added that the plan should be focused and collectively integrating the needs and programs of all colleges and districts. She indicated her support of having a narrative accompany the plan.

Dr. Gallagher informed the board that the co-chairs planned to propose a retreat for the summer. During the retreat, the region could develop a branding that went beyond the CCLA branding. The board indicated their support of a retreat during the summer. While scheduling would be a challenge, some dates would be provided to the board. While the region had identified the anchors of employer engagement and student job placement/internships, the board could strategize regarding how to use those anchors and determine their focus (e.g., region, industry, etc.). Dr. Gallagher indicated that the region needed to improve in their recording of what is done well, such as job placement and internships. These records could be utilized to sell and advertise the importance of the LA-19's work to students, and also to the overall community. Dr. Endrijonas recommended having a staff member within the LARC team who would be dedicated to PR for the region. Dr. Katrina VanderWoude voiced her support of the retreat, noting the opportunity for an environment scan of the region. The board could identify the opportunities and potential partners that could be collectively leveraged.

Dr. Endrijonas informed the board that Pasadena City College would be hosting the 2022 Leadership Institute from the LGBTQ Presidents in Higher Education. The institute would be held from June 15-16, 2022, and the presidents' meeting would take place on June 17, 2022. All information regarding the event could be found on the [website](#).

Dr. Gallagher reminded the board that they had discussed the CIO's attending half of the Zoom meetings, requesting that they attend the second hour. The board and proxies agreed to the CIO's attending the next meeting. Don Miller voiced his appreciation for being involved.

Dr. Endrijonas informed the board that she would not be able to attend the July meeting at Alta Sea. Other CEO's informed the board that they would be unable to attend the meeting as the CEO guided pathways conference would be taking place on the same day in San Diego. Dr. Thames voiced the challenge that the current day and time of the meeting posed. Dr. Gallagher indicated that another survey would be sent out to CEO's to determine the best day for each month. Salvatrice informed the board that the Alta Sea CEO would like to showcase their work surrounding the blue/green economy and to discuss the region's community colleges role in that work. Dr. Endrijonas determined that the meet-and-greet with the Alta Sea CEO should be rescheduled for a different month to ensure that members of the board may attend. Dr. Scroggins requested hybrid meetings when possible. The co-chairs reminded the council that a hybrid option is only available at certain venues.

Adjournment: Meeting adjourned at 10:51 a.m.