

# CPDC MINUTES

LOCATION: [Online](#)

DATE: January 13, 2026

TIME: 11:00 12:30 p.m.



	<b>Cynthia Orr</b> Tri-Chair, CSEA 262	x	<b>Kimberly Butler</b> Tri-Chair, CSEA 651	x	<b>Diana Dzib</b> Tri-Chair, Class. Senate		<b>Lisa Rodriguez</b> POD	x	<b>Vanessa Ortiz</b> Confidential Rep
x	<b>Elizabeth Long</b> Class. Senate Rep	x	<b>Valerie Biller</b> CSEA 262 Rep		<b>Bea Reyna</b> CSEA 651 Rep		<b>VACANT</b> CSEA 262 PT Rep	x	<b>Aaron Mezzano</b> POD (non-voting)

ITEM	Member	Description/Notes
<b>CALL TO ORDER</b>	Chairs	Meeting called to order at [11:05].
<b>AGENDA AND MINUTES REVIEW</b>	Coordinator	<b>Agenda Review:</b> no changes <b>Minutes Approval:</b> 12/9/25 - approved with updates to CSEA 262 details on voting.
<b>EMPLOYEE GROUP AND COMMITTEE UPDATES</b>	All	<ul style="list-style-type: none"> <li>a) <b>Classified Senate</b> - Classy's awards is approaching, classified senate is preparing. Will use the Classy's to begin promoting the Great Staff Retreat and CPD Day Call for Proposals.</li> <li>b) <b>Confidential Employees</b> - no updates.</li> <li>c) <b>CSEA 651</b> - critical needs survey completed and will be returned to POD.</li> <li>d) <b>CSEA 262</b> - Upcoming vote on CSEA 262 dues to be raised by \$1. Vote occurs on January 21, 2026.</li> <li>e) <b>PDC</b> - Dr. Natalie Vazquez is presenting to PDC on the Professional Development Hierarchy of Needs. CPDC is invited to join and will receive an invitation today, if they have not already. Tri-chairs are rotating to the Confidential representative, then to CSEA 651 representative. <ul style="list-style-type: none"> <li>• <b>Recommendations for PDC: none.</b></li> </ul> </li> <li>f) <b>POD</b> - revised asynchronous playlist with updated materials on artificial intelligence, project management, new Microsoft suite trainings.</li> <li>g) <b>Upcoming Trainings:</b> Smartsheet training program, On Campus Employment for Student Empowerment</li> </ul>
<b>OLD BUSINESS</b>	Chairs POD	<ul style="list-style-type: none"> <li>a) <b>Budget Review: Remaining Funds, Spending Plan:</b> Revised budget totals, how much annual budget remaining for CPD Day and Trainings.</li> <li>b) <b>Title 5 Updates, Flex Oversight Committee:</b> No changes or updates. 4CPD may be holding a townhall for any committees or</li> </ul>

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groups across California who are working on their rollout to share best practices.

- c) **CSEA 651 Survey Results:** Completed, will return to POD to aggregate and compile data to add to spending plan.
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**NEW  
BUSINESS**

Chairs  
POD

- a) **New Employee Success Program Update (NESP):** Scheduling conflict with CSEA 262 meetings. May reschedule or change format. POD encouraged CPDC to sign up as mentors as more are needed to help new employees onboard successfully.
- b) **CPD Day Prep: Taskforce recruitment, first meeting launch, etc.:** Discussed timeline to roll out and begin planning CPD Day.
- **Jan-Feb:** Collect any internal data or suggestions for keynotes or themes
  - **Feb-Mar:** Illicit feedback or suggestions for specific keynote speakers and/or topics from CSEA 262, CSEA 651, and Confidential employees.
  - **March:** Solidify theme and keynote speaker, reach out to begin contract negotiations and pricing.
  - **May:** Call for proposals is opened. Highlighted during Classy's.
  - **Dedicated Positions:** Committee agreed that creating specific positions on the CPD Day Taskforce would help clarify roles and tasks, and having up to two of each position would help new members onboard and provide additional support for task force members. Tentative positions are: Frontline Contact, Tech Coordinator, Logistics Coordinator, Materials Coordinator, Agenda Coordinator, Marketing Coordinator, Digital Assets Coordinator
- c) **Great Staff Summit (GSS) 2026:** The VPHR has approved moving forward with obtaining and signing a contract for the October 2026 Great Staff Summit. This approval comes after the GSS team created a Risk Register to illustrate all known risks and their impact, priority, and responses.
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**PARKING LOT AND  
ADJOURNMENT**

All

Meeting adjourned at [11:58 a.m.]