

**California Community Colleges
Extended Opportunity Programs & Services Association
Executive Board Meeting Minutes
January 3-4, 2019
Riviera Palm Springs Hotel, Palm Springs, CA**

I Call to Order at 9:40 a.m.

II Approval of Agenda Agenda items approved.
Moved by Yesenia, Second by Efren

III Approval of Minutes Minutes approved
Moved by Libby, Second by Kintay

IV Public Comments No public comments

V Roll Call

Omar Oriehuela (P)	Kintay Johnson (P)	Tracey Jones (P)
Fabio Gonzalez (A)	Libby Cook (P)	Efren Rangel (P)
Danita Scott (A)	Wanda Bynum (P)	Jennifer Flores (P)
Matt Fox (P)	April Henderson (A)	Letty Diaz (P)
Rejoice Chavira (P)	Sylvia Ruano (A)	Pam Brogdon (P)
Yesenia Balcazar (P)	Cesar Flores (P)	Tim Mariner (P)

Officer's Reports: Fabio

VI Officer's Report

A. Discussion

Discussion regarding concerns with CAFYES, Directions from Chancellor's Office regarding case management plan, program plan, program audits, reporting requirements

Action: Ask Chancellor's Office to see in writing case management plan so know how to implement new structure.

Action: Omar to create consistent message to unify EOPS programs statewide, develop a plan of action regarding changes in Chancellor's Office and Guided Pathways

Discussion on how to communicate with field regarding concerns each college is having with regards to flexibility of funding, expenditures and what data is being captured.

Action: Libby and Matt will work on a survey to send out to association regional reps regarding concerns that each college is experience. Data will be collected in preparation for February meeting with Mia and Rhonda.

Tim will forward password to survey monkey to Matt.

VII Chancellor's Office Updates Mia Keeley

A. May 1, 2019 EOPS/CARE Spring Training at DoubleTree Hotel in Sacramento. Once contract in place, Mia will send out registration links. Will work with Omar on agenda. Capacity is 500 attendees. Training is late because couldn't get a contract in plan quick enough to get a date in March and there are conflicts with other conferences. Per Mia, wasn't aware of Spring training until November 2018. Training will focus on best practices in EOPS/CARE.

B. CAFYES training will be held in June by Colleen Ganley. Not included with EOPS/CARE Spring Training as will need an additional day for CAFYES training.

C. Additional training open to categorical programs for Trauma Informed Care, April 22 and April 23, for North and South regions. First come first serve, and open to several programs.

D. Moving towards regional model for technical assistance. Will have program leads who will be cross-trained in the various programs: EOPS, CARE, CalWORKs, DSPS, Mental Health, A and R. A specialist will be assigned to each region. Individual questions will go to program regional reps. Will roll out in Spring.

E. Kelly Gornik's position went to Human Resources. Position has not posted.

F. There are seven (7) program regional reps to match Strong Workforce and Guided Pathways. Program regional reps will go to colleges to provide support and hold trainings. Mia will evaluate how trainings are being done and where can trainings be done together with other programs. Chancellor's Office will hold new director's training but will look at areas where there is an overlap for Chancellor's Office updates. Mia is looking into doing things more in an unsiloed manner.

- G. Customer service is important including response time. Mia committed to answer questions sent in 24-hour period. Acknowledge that received question and no more than 48 hours for a response.
- H. Mia stated that Colleen Ganley will conduct training for CAFEYS. Mia and Rosa Estrada will conduct trainings for EOPS/CARE. Wanda shared how important it is that in the trainings, EOPS is first, CARE second, and CAFYES is last when it comes to funding.
- I. Mia is doing crosswalk between EOPS, CARE, CAFEYS. Mia is looking at educ code, regulations and comparing it to handbook so everything is clearly lined out and understood. At January 18, 2019 regional coordinators meeting, regionalization will be discussed more at that time and the cross walk. One of Mia's goal is to look at requirements such as waivers for purchasing equipment. Mia stated that some of the regs are 30 years old and not applicable for what can or cannot spend money on. Wants to make it easier for colleges to purchase things without getting waivers. The goal is to make it easier to get our jobs done.
- J. Mia indicated that CalWORKs plan on hold due to match issues. Mia is looking to make changes for stronger collaboration to move forward and this is a good time to evaluate what is being done.
- K. Mia wants a full staff and promises to be transparent. Mia stated that case management model will not be launch until fully staff and fully trained. However, Mia stated that she has to answer to Rhonda Mohr, but will ensure that implementation of case mgmt. model will not occur until her unit is fully staffed and trained.
- L. In response to program audits, Mia stated that audits are done through CDAM. The CDAM is through fiscal people and it is up to district auditors to determine what programs need to be audited for the year. It was suggested to Mia that NextUP be incorporated into auditing process.

Action: Mia will look into when EOPS was last audited and where it is on the last auditing rotation.

- M. Mia shared that CalWORKs changed their funding guidelines. Mia compared what was in the CalWORKs program manual and what was in educ code. CalWORKs has no regulations and their funding was modeled after EOPS. Actual rules for funding was not based on educ code for CalWORKs Program. However, with EOPS, Chancellor's

Office oversee what is in educ code and implements it. EOPS has regulations that outline spending and can't change funding guidelines.

VIII FACCC Updates

Andrea York

A. Andrea shared her background in working with EOPS for the past 12 years in FACCC.

B. Provided update regarding Gov. Newsom's budget. Budget is healthy but Gov. has cautioned legislature to rein in spending plan. Gov. priorities are preschool for all, expand Medicare, affordable housing which encompasses homeless issues and will fulfill campaign promise to provide two year of free community college to CA residents and increase CalGrant to encompass more costs for housing and transportation. Gov. also wants to re-establish CPEC (CA Post-Secondary Educ Commission). CPEC was a coordinating body with Gov. and assembly appointees and looked at public and private post-secondary and provided reports and research.

C. Senate changes: Senate Pro Tem is Sen. Toni Atkins. Senate Educ chair is Connie Leyva. Vice Chair is Sen. Scott Wilk. Budget subcommittee is Sen. Richard Roth. Appropriations chair is Sen. Anthony Portino.

D. For 2019-2020 budget lobbying, a clear and justifiable plan needs to be developed for how additional dollars will be used and how many additional students will be served esp. by districts held by chairs and vice chairs. Need more data points. Also, Andrea suggested that we prioritize talking points that provide data in which outcomes support senate and assembly goals to reduce homelessness, increased skilled and educational workforce, etc.

E. Andrea will work with Omar to put together Lobby Day and FACCC for late January or early February. Want 46 people to make a specific visit to chairs and consultants of budget committees and to make a case before informational hearings begin in assembly and state. Larger lobby visit will be in conjunction with FACCC Advocacy and Policy Conference in March.

F. Andrea shared idea of having a group photo with Sacramento Political staff who are former EOPS students. This will help to create buzz for grassroots advocacy.

G. Regarding question to reduce homelessness, Andrea stated that there are no concrete proposals put forth. Funding will be available to higher educ to address student homelessness and student hunger. Dollars will go to help students specifically wrap around services to enable students to continue to be successful.

H. Regarding EOPS statewide report 10 years ago. Andrea stated that the report was done because Chancellor's Office data set was off. The way it was collected and how it was analyzed was not done correctly. Chancellor's Office was called out in a public hearing by chair of budget subcommittee as to why data set was off and therefore EOPS had to do their own report. Andrea suggested that we pull information out of the Chancellor's Office data mart and create report. Look at percentages of EOPS students who are enrolled in CTE programs and modernize the report. Legislature wants to see people employed and into the work force.

I. To capitalize on the 50th anniversary of EOPS, Andrea suggested to look at legislative deadlines and fund social events at the Capital, group photo, hosting a reception in Sacramento, and carve out budget for SWAG branding. Sept. 4 is a busy time at the Capital and possibly could have a reception.

Action: Ask Evan to take the lead for grassroots advocacy and social media.

J. Evan Hawkins is the new director of FACCC. Andrea will stay on board with FACCC as long as needed through consultant contract or volunteer work.

K. Andrea suggested that we keep the nickel and nail logo and modernize it. Andrea suggested that we put a focus group together made up of counselors and students to get ideas on rebranding the EOPS logo.

Action: Andrea will look at FACC archives for historical data on EOPS.

Action: Omar will share Andrea's power point presentation.

VIX. President's Report Omar Orihuela

A. Omar will look at crosswalk at January 18, 2019 regional coordinator's meeting with Rhonda Mohr and Mia Keeley.

Action: Omar will send copy of crosswalk to obtain feedback.

B. Discussion regarding opening up Title V and the process to open it up.

C. Discussion regarding set aside funds and having NextUP be part of training.

D. Discussion regarding learning curve in Chancellor's Office and not being able to provide proper guidance.

E. Discussion regarding new director's training and Guided Pathways.

X. Vice President Report

Matt Fox

A. Discussion of what scholarship will look like for next 10 years. Brainstormed different ways for the student scholarship.

B. Discussion on the FACCC performance evaluation. Worked with Libby on creating form.

C. Discussion on mentorship proposal.

D. Update on website.

XI. Treasurer's Report

A. Yesenia provided an update on balances and expenses incurred.

B. Discussion on how to spend money and how to raise funds for foundation. Funds for foundation is coming out of association account, and will need to switch to foundation only. Foundation will need to be self-sustaining.

C. Credit card readers will be purchased for upcoming conference with one-time fee.

D. Discussion on setting up payroll deduction possibly using PayPal for scholarships.

Action: Yesenia will meet with tax preparer to find out how much money can have in account and what can do with money.

XII. Old Business

A. Conference Debrief

Overall Fall 2018 conference was successful. For Fall 2019 conference, check on following:

1. Hot Water
2. Parking in relationship to hotel rooms. Suggest have better signage or have carts available.
3. Availability for lower rooms for individuals who have disabilities

B. Fall 2019 conference

- A. Discussion on opening up conference registration in July and sending a link to make hotel reservation.

Action: Omar, Yesenia, Rejoice and Matt to meet with Tracy to discuss conference registration website.

- B. Idea of highlighting decades of music.

- C. Discussion about highlighting an alumni. Wanda suggested that we also recognize Peter Jay from Island Advertising as he passed away. Peter worked with several EOPS Programs over the years.

Action: Letty will send out google form to region rep to send to their colleges to get information about alumnis. Can do a slide show of all alumni and include on website.

- D. Invite previous EOPS directors for a panel to share the history of EOPS. Conference fee will be waived. (Mary Ann Michaels, Alvin Jenkins, Ruth Dills) Also highlight Kelly Gornik, Cheryl Fong, Barbara Kwoka, Leonard Crawford, Dolores Daniels, and Janet Fulton.

- E. Region 7 will do a video to commemorate 50 year anniversary.

- F. Include Advocacy as theme of conference.

Action: Tim will send EOPS drop box with archived information to Omar, Yesenia and Rejoice.

- G. Region 9 and 10 will meet in February at Palomar College.

- H. Have a timeline that shows past president and struggles that they had to overcome with regards to the EOPS Program over the years.

- I. Discussion regarding breakfast and lunch menu.

XIII. Update on website

Matt Fox

- A. Matt needs the following information:
 - 1. EOPS.org domain can't create a new one until information has been transferred
 - 2. Minutes from June 2017 on
Action: Cesar will look for old minutes previous to June 2017.
 - 3. Provide Tracy with list of email addresses of membership to create list serve.
Action: Tim needs list of Fall 2018 conference attendees so can update google group. Yesenia will provide list to Tim.
 - 4. Website will be Info@CCCEOPSA. List serve will be to disseminate information only.
- B. Tracy will update website once a month. Discussion about adding events to website, proposed rights for adding conference presenter information. Conference planning committee will ask presenters about power point presentations and post on web page.
- C. Discussion about Facebook, Twitter, Instagram account and linking it to website.
- D. Need to provide Tracey with legislative information to post on web site.

XIV. Update on mentorship proposal.

Libby Cook and Matt Fox

- A. Matt provided one page overview of DSPS proposal. Discussion on what we want to do as an association regarding mentorship program especially with regards of new school of thought, new leadership, not prioritizing EOPS.
Action: Matt, Omar, Danita, Kintay and Wanda will meet to discuss proposal. Kintay will ask his DSPS director her thoughts about mentoring program.

XV. Scholarship Cycle

Matt Fox

- A. Discussion on scholarship cycle. Consensus that colleges hosting conference will receive scholarships for \$750.00 for four-year cycle. Depending on how much foundation raises for scholarship will revisit after four-year cycle. Motion by Wanda, second by Kintay.
- B. Discussion to find different ways to raise money for foundation: Alumni donation or monthly membership fees.

- C. Bylaws will need to be reviewed regarding scholarships through foundation.

Action: Create transition plan for foundation to take over scholarships. Association will help to maintain the foundation.

- XVI. Foundation update Pam Brogdon

- A. Raffle will be conference committee responsibility. Foundation will be responsible for wine and cheese fundraising only.

- XVII. Discussion regarding EOPS and CalWORKs data that Mia provided. Data not accurate.

Action: Follow up with Mia at April 30 meeting regarding data. Ask that data not be shared until it is accurate.

- XVIII. Other

- A. Discussion on AB2 and impact on EOPS.

Action: Omar will compile monthly updates and include scholarship information.

Action: Omar will work with Evan for Lobby Day. Get students to Sacramento. Let Omar know if will bring students.

Action: Efren will send out information that EOPS is last dollar for College Promise Program.

- B. Discussion on how we advocate for students.

Action: Bylaws be revisited to include advocacy. Wanda will send out bylaws and a small task group (Kintay, Efren, Pam) will review it, make recommendations to bring to board.

- C. Discussion on Guided Pathways pillars and how it connects to EOPS.

Action: Yesenia will share what she is doing with EOPS logo as it relates to Guided Pathways.

Action: Pam will send out her ideas to Libby to create template. Once completed will share with region reps and discuss it at regional meetings for feedback and input.

Action: Kintay will share what he created.

- D. Omar will compile updates for website, scholarship cycle, lobby day, advocacy, and talking points:

1. Be involved and be at table and conversations regarding Guided Pathways
2. Highlight work EOPS has done for 50 years. Show how EOPS supports pillars of Guided Pathways- show over and above.
3. Visit legislative offices at local level and share that EOPS original Guided Pathway
4. Share EOPS Guided Pathways document when finalized.

E. FACCC Evaluation

Matt Fox

Matt reviewed FACC evaluation form.

Action: FACC contract up to June 2019. Will discuss reviewing contract and proposal and attach to new contract.

- F. Omar will be vigilant in attending conferences, CSSO, CCLC, and FYE. Will explore having a booth to highlight EOPS and will coordinate with others to attend the conferences.

Meeting adjourned at 10:32 a.m. on January 4, 2019.