



## ***Sonoma County Adult Education Consortium Oversight Committee Meeting Minutes***

**DATE:** Wednesday, September 21, 2022

**CALL TO ORDER:** Chair Nancy Emanuele called the meeting to order at 4:33 pm

**ROLL CALL:** Secretary Joan Barrie did a verbal roll call via Zoom. Members who were present at the meeting were: Nancy Emanuele, Georgia Ioakimedes, Samuel Martinez, Daniela Kingwill, Sharon Ferrer, and Liz Liscum. Also, in attendance were Director of the SCAEC Marlyn Garcia and Secretary for the SCAEC Joan Barrie. In addition, the following guests were also in attendance: Wendy Garcia, Magdalena Mendoza, Araceli Vazquez, Erica Schafer, and Robin Barthelow

### **APPROVAL OF MINUTES OF MEETING HELD ON August 24, 2022**

Chair Emanuele instructed the members to take a few minutes to review the minutes before voting to approve them. This process was discussed at the last meeting and agreed to by the members. A motion was made by Georgia, seconded by Daniela to approve the minutes from August 24, 2022. The motion was unanimously passed by the following vote:

AYES: 6; NOES: 0; ABSTAIN: 0; ABSENT: 0

### **PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA**

No members of the public were present and no comments were made.

### **SERVICE PROVIDER PRESENTATIONS**

The member representatives from each of the three funded service providers, Petaluma Adult School (PAS), (Nancy Emanuele), Sonoma County Office of Education (SCOE) (Georgia Ioakimedes), and Santa Rosa Junior College, (Marlyn Garcia will present on behalf of representative Daniela Kingwill) gave a brief overview of the classes and services that their agency provides.

Director Garcia was the first to present. She highlighted that there are three departments at SRJC that offer both credit and noncredit classes, which include: Adult Education, ESL, and College Skills. ESL offers three ESL noncredit certificates, College Skills offers one certificate in high school equivalency and Adult Education offers 16 noncredit short-term CTE Certificates, although only 11 are currently being offered. Two new certificate programs are being developed and should be ready by fall 2023. There are over 100 noncredit classes available. Classes are offered both online and in person at various locations throughout Sonoma County in addition to the three main SRJC campuses in Santa Rosa, Petaluma,



and the Southwest center. These other locations include: Windsor, Sonoma, Rohnert Park, Healdsburg and Cloverdale.

Marlyn then introduced the staff of the Adult Education program, which includes: one Director, one Administrative Assistant, three bilingual (Spanish/English) Outreach Specialists, one full time Testing Specialist and one part time Testing Technician.

Nancy Emanuele then presented about Petaluma Adult School (PAS). Their office is located in the Petaluma City School District building and their programs take place mainly at McDowell Elementary School in Petaluma. The school has been in existence for over 100 years. They offer ESL and Spanish HiSET prep classes, as well as Citizenship Preparation and several workshops, along with a variety of extensive Parent Education programs and classes. They also run a Family Resource Center, which offers many programs including rental application assistance, food distribution through the Redwood Empire Food bank, and much more. The Center is staffed with two bilingual Family Mentors, an Immigration Specialist, and a Coordinator. There is also the Petaluma Parent Nursery School, which has been running for 75 years, and a large Adult Secondary Education program, which includes high school diploma and high school equivalency. Finally, there is the LEA apprenticeship program for roofers and water proofers as well as phlebotomy and medical assisting programs.

Nancy's Secretary Erika Schafer then introduced herself and gave a brief overview of her position and some of her tasks and responsibilities.

Georgia Ioakimedes then presented about the Sonoma County Office of Education programs. The Adult Education program now falls under the Alternative Education and Student Support Services department. They are staffed with one Director (Georgia), one Adult CTE Coordinator (Robin Barthelow), and two instructors. They offer basic carpentry and essential carpentry skills classes as well as skill specific clinics in both Santa Rosa and Sonoma Valley.

Robin Barthelow introduced herself and described some of her duties and responsibilities. Both Georgia and Robin talked about reduced enrollment in the Sonoma Valley classes. Liz said that she would like to collaborate with both SCOE and PAS to help with recruitment efforts in Sonoma.

## **INFORMATION ITEMS**

### **Director's Report**

Director Garcia reported that both the amended CFAD document and the Annual Plan were successfully submitted and approved.



## **Member Reports and Announcements**

Both Nancy and Daniela reported that both the PAS and SRJC ESL classes are heavily enrolled and there is a shortage of instructors. Samuel asked what the qualifications are to be an ESL instructor and Nancy and Daniela summarized the requirements for each entity.

## **Requests for Information**

There were no requests for information from any of the members.

## **ADJOURN**

Chair Emanuele adjourned the meeting at 5:25 pm.