



**GENERAL MEETING OF the Joint Special Populations Advisory Committee (JSPAC) MINUTES**  
**Holiday Inn Capitol Plaza, Sacramento**  
**March 30, 2015, 10:00 a.m. to 4:00 p.m.**

**PARTICIPANTS PRESENT:**

**K-12-Adult Representatives:** Susi Huschle (Co-Chair), George Essel, Denise Estrella, Regina Hanna, Ida Johnson, Diann Kueny

**Community College Representatives:** Prudence Ratliff (Co-Chair), Rosie Antonecchia, Roberta Kunkel, Julie Pehkonen, Jan Swinton

**Public/Private Representatives:** Sheila Bollenbach, Deanna Hanson, Christina Mora, Suzanne Moreno, Freda Walker

**Staff:** Sally Cox, Sue Fisher, Laurie Harrison, Elizabeth Wallner, Carolyn Zachary

**Alternate Member:** Wendy Miller

**Guests:** Susan Wheeler, Education Relations Workforce Management, Sacramento Municipal Utility District; Brian Peters, Strategic Contract Solutions; Steve Linthicum, DSN Greater Sacramento Region, Sierra College.

**Absent:** Robert Cabral, Connie Castillo, Alona Jennings, Carmen Lamha (Sent an alternate), Gina Lujan, Dena Montiel. George Railey, Rita Thomas, Dan Turner

TOPIC	PRESENTER	DISCUSSION / ACTION
<b>Call to Order/Member and Guest Welcome</b>	Susi Huschle & Prudence Ratliff, <i>Co-Chairs</i>	Quorum established (17 voting members present) December 3, 2014 JSPAC Meeting Minutes were approved (Deanna Hanson, Cristina Mora, Unanimous).
<b>Membership and Administration</b>	Susi Huschle & Prudence Ratliff, <i>Co-Chairs</i>	Current Vacancies – 3 Public Private Sector 2 K-12 & Adult (Region 3, 4 or 8)  Susi Huschle announced that Maureen White will be the new Chancellor's Office Monitor for the JSPAC Grant. Maureen's appointment will begin April 1, 2015. The JSPAC Membership Renewal Commitment Letters were sent electronically to all members who term ended June 2015. The renewal letters should be sent back to Sue Fisher. Freda Walker nominated Ida Johnson for the K-12 Co-Chair position. All members in favor. Ida's appointment is two years and will end June 2017. Sally Cox thanked Susi Huschle for her leadership as co-chair. It was discussed and voted to have the advisory meetings on Friday and/or Monday, as some committee members are not able to attend Monday meetings. The advisory meetings will be held Monday, September 21, 2015, Friday, December 4, 2015 and Friday, April 1, 2016.
<b>State Updates</b>	Carolyn Zachary <i>CDE</i>	Carolyn Zachary shared that Christian Nelson will begin work at the CDE in Adult Education, he will be starting in his position April 1 <sup>st</sup> . California Career Pathways Trust (CCPT), the first batch of \$250 million in funding will be awarded to schools for career education programs in May. Dara Dubois, consultant for transportation industry sector, will be offering professional development workshops for K-12. Training will be available in April to highlight the changes in grant regulations mandated by the Education Department General Administrative Regulations (EDGAR). CAASPP will transition to the new system CALPADS (California Longitudinal Pupil Achievement data System) and training will be offered in April. A CALPADS Perkins data transition training and webinar will be offered in the Spring (April 29 – Fresno,

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		April 30 San Luis Obispo, May 4 Sacramento, May 7 Shasta Office of Education, May 11 Poway Unified School District, May 12 Chaffey Joint Unified School District.
<b>Performance Accountability</b>	Laurie Harrison, <i>Consultant</i>	Laurie presented on secondary and post-secondary core indicator results to the advisory committee which has been posted to the JSPAC website and disseminated to the committee members. Prudence Ratliff shared facts from the US Census and the U.S Department of Labor how having a disability impacts an individual's education, employment and standard of living.
<b>Subcommittee Actions and Measures</b>	Sally Cox, <i>Project Director</i>	<p><b>Partnership Development</b></p> <p>The committee invited Susan Wheeler, Brian Peters, and Steve Linthicum to participate on an employer panel to provide insight to employer views and needs when hiring new employees or interns from special populations. Deanna Hanson introduced the three panelists and Sally Cox facilitated the questions. They share the following feedback: Students graduating from college need to improve on soft skills, i.e. software knowledge, composing letters and addressing it properly, following up with thank you letters, dress appropriately for the job interview, be punctual, verbal and writing skills are lacking. English and math skills are lacking for employees entering the construction industry. The construction industry offers prevailing wages and apprentice programs for women and job opportunities, however women stay in construction for a short period of time. There are successful workforce development programs in areas that focus on young people and their careers, and offer paid internships to the disadvantaged and help them be successful. Young people should be made aware that there are great careers in construction or manufacturing -- field trips to job sites are beneficial. The committee agreed that field trips, career days, and job shadowing are beneficial to the students and counselors should offer these services. Certificates offered in education need to be meaningful to that industry. JSPAC website has a Soft Skills E-Seminar for counselors to share with students.</p>
	<i>Elizabeth Wallner, Consultant</i>	<p><b>Curriculum Development and Improvement/Professional Development Conferences</b></p> <p>Elizabeth Wallner presented a power point regarding the statistics from the conference attendance based on system affiliation, ethnicity, gender, job title, evaluations of workshop and keynote speakers, evaluations of the breakout sessions. The E-Seminar views were evaluated prior to Elizabeth presenting at CCCAOE and after the conference. There was a 3% increase in views after the conference. The Webinars were successful this year with 56 registered for Special Populations 101, 33 registered for STEM-STEAM, and 37 registered for Perkins, Data and SP: Better Together! Elizabeth highlighted the past workshops for the fiscal year. The Better Together! Workshop was offered and promoted through email and posted on the website, however no one inquired about the workshop. The tool kit was presented and will be rolling out soon. Send all ideas or success stories to Elizabeth. The annual conference will be Wednesday thru Friday, December 2-4, 2015 at the Holiday Inn Capitol Plaza in Sacramento. Sheila Bollenbach recommended Robin Sumtner as a keynote speaker.</p>
		<p><b>Subcommittees</b></p> <p>The subcommittees met briefly to discuss the FY 15-16 work plan. The annual conference will be held in Sacramento December 2-4, 2015; Sue will send out emails to list serve promoting the products on the website, promote the JSPAC Education Facebook page and share with colleagues and friends. Conduct another industry panel with different sectors and guests. Create and promote Twitter account next year as marketing tool.</p>
<b>Announcements/ Informational Items</b>	Susi Huschle & Prudence Ratliff, <i>Co-Chairs</i>	<p><b>Announcements/Informational Items</b> Susi reminded the committee members when they are attending their "normal job" meetings to promote the JSPAC to heighten awareness and attend conferences and promote equity every day and to make sure there is a balance in the classrooms.</p> <p>15-16 Committee Meetings:</p> <ul style="list-style-type: none"> <li>o Monday, September 21, 2015 (Holiday Inn Capitol Plaza, Sacramento 9:30 am-3:30 pm)</li> </ul>

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		<ul style="list-style-type: none"> <li>○ Friday, December 4, 2015 (Holiday Inn Capitol Plaza, Sacramento 2:00 pm-4:00 pm)</li> <li>○ Friday, April 1, 2016 (Tentative Holiday Inn Capitol Plaza, Sacramento 9:30 am-3:30 pm)</li> </ul> <p>Travel reimbursement claims should be sent to Sue Fisher within thirty days of meeting.</p>
<b>Adjourned 3:47 PM</b>		Ida Johnson moved to adjourn, Freda Walker second, unanimous.