

Meeting Minutes February 4, 2026

➤ **Members:**

Alicia Ramos, Galt Joint UHSD
Casandra Keitges, Sacramento Public Library
Collette Macdonald, Folsom Cordova USD
David Rodriguez, Natomas USD
Diana Griffin, Amador County USD
Jackie White, CAERC/Sacramento COE
Dr. Jamey Nye, Los Rios CCD
Joe Schallberger, Galt Joint UHSD
Laurelle Mathison, Twin Rivers USD
Dr. Marla Clayton Johnson, Sacramento City USD
Patricia Black, CAERC/Sacramento COE
Patricia Oliva, CAERC/Sacramento COE
Renee Collins, Sacramento COE
Richard Judge, San Juan USD
Rhonda Balmain, El Dorado COE
Rob Kinder, Davis Joint USD
Suzanne Borth, Folsom Cordova USD

➤ **Welcome:** Patricia Oliva, CAERC Director

The meeting started at 10:05am. Patricia Oliva welcomed members and partners to the meeting. Roll call of members was taken. Ten voting members were present at the time of roll call (Amador, Davis, Folsom Cordova, Galt, Los Rios, Natomas, Sacramento City, Sacramento COE, San Juan, and Twin Rivers). Washington was unable to attend the meeting and submitted their votes electronically. This met the requirements of a quorum as stated in the Governance Plan. With a quorum established, CAERC business proceeded as usual.

➤ **Approval of February 4, 2026, Meeting Agenda**

- The agenda for the February 4, 2026, meeting was reviewed.
- On a motion by Suzanne Borth and seconded by David Rodriguez the February 4, 2026, the agenda was approved (14 in favor, 0 against). [Washington submitted their vote electronically in favor of approving the agenda.]

➤ **Approval of December 3, 2025, Meeting Minutes**

- Minutes from the December 3, 2025, consortium meeting were reviewed.
- On a motion by Joe Schallberger and seconded by David Rodriguez the December 3, 2025, minutes were approved (14 in favor, 0 against). [Washington submitted their vote electronically in favor of approving the agenda.]

- Approved December 3, 2025, minutes will be posted on the CAERC website at www.caerc.org.

➤ **California Adult Education Program Updates and Deliverables**

- January 31, 2026 – Student date due in TOPSPro (Q2)
- January 31, 2026 – Employment and Earnings Follow-up Survey
- February 28, 2026 – Preliminary Allocations for 2026-27 and 2027-28 released by this date
- March 1, 2026 – 25/26 Member Expense Report due in NOVA (Q2)
- March 31, 2026 – End of Q3
- March 31, 2026 – 25/26 Member Expense Report Certified by Consortia in NOVA (Q2)

➤ **Select Topics**

Highlands

- The Twin Rivers USD Board voted to revoke the charter for Highlands Community Charter and Technical Schools. They are still currently open and Highlands leadership plans to appeal to SCOE. Surrounding agencies may have more inquiries from students and faculty regarding classes and open positions.

ELL Healthcare Grant

- Some of CAERC's members met last week and are interested in applying for the ELL Healthcare Grant. This grant needs to have one K-12 participant and one community college participant. Olga Prizhbilov, with Los Rios CCD, has been working with us and is interested. Members are invited to attend the next meeting if they're interested.

Member and Partner News, Updates, and Challenges

- Renee Collins shared that the adult ed version of the digital learning guidance is about to launch. This originally came out in November 2022 but has been updated over the last year. There are a couple ways to engage with the digital learning guidance. 5 min podcasts will start in March. A 10-week cohort will start in late March; it will be 1 hour per week for 10 weeks and will end in May.
- Natomas is starting to advertise their cosmetology and barbering class. A flyer will be coming out soon.
- Davis is receiving classroom space from Yolo County to use for their CNA program. The instructor and staff are already in place for the class. The program will cost \$1200 and more information will be coming soon. The goal is to have 1 cohort going at all times. The classroom and clinicals will be held in Woodland.
- Twin Rivers started their CalRegional medical assistant program last week. They currently have 15 students enrolled and will be starting pharmacy tech in the next couple weeks. They are still waiting on the city regarding their phlebotomy class but are hopeful it will start in the spring.
- Amador had their first medical assistant class finish last week and students will take exams soon. 50 people are on the waitlist for phlebotomy, but the class is currently on hold by the state.
- Galt has a citizenship class starting tomorrow with 16 students enrolled. They are researching moving forward with the Spanish for English speakers next fall.

- EDCOE hired Rhonda Balmain to help strengthen partnerships and implement policies and procedures within the school. Rhonda shared that the medical assistant program is unbelievable, and they have a simulated doctor's office for classes. The program is currently enrolling for its 6th cohort right now. Rhonda will be spending time addressing some issues with persistence at the school as well as gaps in services.
- Sacramento City is going through a lot of changes and is facing a lot of uncertainty. Adult education was required to cut 2.8 million dollars next year, and they've had to cut 30 positions. All non-representative management will have 12 furlough days through May. McClaskey will be moving to CAJ next year, and they had to cut their 7 programs down to 2 programs. They will also no longer be year-round and instead be 10 months. CAJ will be starting their CalRegional medical assistant program soon.
- Folsom Cordova has had some issues with CalRegional recently. They've been tracking their students on their waitlist (up to 600 students) and following up with them at different intervals. 45% of the people they invited to test showed up. Next week they are dividing their 4-day schedule into two 2-day blocks. A welding class will be happening, and they have a teacher that is a state certified inspector.
- San Juan is moving along and doesn't have anything major on the horizon. They will be keeping their registration links open until mid-March.
- The Sacramento Public Library temporarily closed their waitlist for adult literacy tutoring through March 1st. Between basic literacy and ESL they had almost 400 learners waiting on 1:1 tutoring. Waitlist students are also offered digital learning resources.
- Dr. Nye shared that Los Rios will be piloting non-credit ESL in the fall.

➤ **Upcoming Meetings and Events**

- [CAEAA Conference](#) – February 11-13, 2026 – San Diego
- [TDLS](#) – March 6-7, 2026 – Monterey or Hybrid
- [COABE](#) – April 12-15, 2026 – Indianapolis, IN
- [CCA State](#) – April 30-May 2, 2026 – San Diego
- [CASAS Summer Institute](#) - June 15-18, 2026 – Orange County
- [CAEP TAP Webinars](#)
 - ✓ [ELL Healthcare Pathways Community of Practice](#) – February 19, 2026, 1:00pm – 2:30pm

➤ **Upcoming CAERC Meetings**

- CAERC Director's Workgroup – Friday, February 13, 2026, from 9:00am to 11:00am – Online
- Data & Accountability – Friday, February 20, 2026, from 12:00pm to 3:00pm – SCOE, Mather Room
- Network of Transition Navigators – Friday, February 20, 2026, from 12:00pm to 3:00pm – SCOE, Mather Room
- CAERC Director's Workgroup – Friday, March 13, 2026, from 9:00am to 11:00am – SCOE, Room A
- Data & Accountability – Thursday, March 19, 2026, from 1:00pm to 3:00pm – Online
- Network of Transition Navigators – Friday, March 20, 2026, from 9:30am to 11:30am - TBD

➤ **Other Items for Discussion or Distribution**

- There were no items for discussion or distribution.

➤ **Public Comments**

- There were no public comments.

➤ **Adjournment**

- On a motion by Dr. Jamey Nye and seconded by Rob Kinder the February 4, 2026, consortium meeting adjourned at 11:02m. (13 in favor, 0 against)