

April 16, 2025

## GOVERNANCE COUNCIL MEETING AGENDA

### I. Call to Order

#### a. Roll Call - Convenors

##### **Regional Convenors**

Reyna Olaguez (BHC)	Bryan Osorio (BHC)	
Pritika Ram (CAPK)	Annelisa Perez (CAPK)	
Norma Rojas (KCCD)	Earl Parsons (KCCD)	Chris Tafoya (KCCD)
Tania Salinas (KIM CLC)	Eric Arias (KIM CLC)	
Georgia Petropoulos (B3K)		
Diane Baeza (CA Jobs First Regional Director)		

##### **Governance Council**

Justin Powers*	Jim Creighton*	Joey Williams*
Fredi Castrejon*	Cecilia Delgado*	Lori Pesante*
Jaime Lopez*	Daniel Rodela*	Rosa Lopez*
Nataly Santamaria*	Silvia Romano*	Alissa Reed
Yesenia Acosta*	Veronica Vasquez*	
Yuriria Lopez Arciga*	Gema Perez*	

##### **HR&A (Sector Investment Coordinators)**

Connie Chung	Jane Carlson
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### II. Agenda

- a. Fiscal Update (informational)
  - i. [Monthly invoice report](#)
  - ii. If you have any questions about financials, please contact [stephanie.vega@bakersfieldcollege.edu](mailto:stephanie.vega@bakersfieldcollege.edu)
    1. Fredi: Would like clarification on who is the main point of contact
      - a. Stephanie is designated as the point of contact as she is submitting budget reports to the State
- b. Catalyst RFP - REMINDER: deadline extended to 4/30 - HR&A
  - i. Review process
    1. [Technical Assistance Overview](#)
    2. [Technical Assistance Sessions](#)
    3. Technical Assistance Request [Location](#)
      - a. [Google Form](#) (English)
      - b. [Google Form](#) (Spanish)
      - c. [Manual Form](#) (English)
      - d. [Manual Form](#) (Spanish)
    - (ADD) Email to GC members on TA schedule.

#### 4. Questions

- a. Lori: Has HR&A been provided information about what projects are currently being considered in Kern? Is there an element or mechanism for connecting like-projects?
  - i. Jane: Technical assistance is kept separate from anyone who may review proposals to avoid potential conflicts of interest
  - ii. HR&A's current involvement in subregional meetings will be to lead sector-specific meetings
- b. Rosa: once proposals are submitted, if submitted in Spanish, will they be made available in English and vice-versa
  - i. HR&A has members on staff who can provide the technical support for monolingual English and Spanish speakers for review; other translation options are being considered to maximize efficiency
- c. Joey: Can you share about Black and Native organizations you have worked with in LA County? Please provide a list.
  - i. HR&A can offer perspective on issues that have come up in the LA region
  - ii. The LA region has a 38-person council, some of which are represented by Black and Native organizations
- d. Lori: How can we best get in touch with HR&A?
  - i. Jane: [jcarlson@hraadvisors.com](mailto:jcarlson@hraadvisors.com)
- ii. Scheduling review and scoring committee meetings
  - 1. Lori: What is the new timeline for the Catalyst RFP?
    - a. Norma: the timeline will need to be reverse engineered to ensure a 12-month project performance period. We anticipate proposals will need to be board-ratified
  - 2. Rosa: what sort of a turnaround can we expect for Governance council members to receive the applications for review?
  - 3. Alissa: Please communicate to the Governance Council once the Catalyst RFP window closes how many # proposals were submitted, as well as an estimated translation timeline
    - a. Norma: in addition we will provide the # submitted in Spanish and English
  - 4. Daniel: When proposals are provided, they will all be provided at the same time, correct? In the past, it feels as though English documents have come out prior to Spanish.
    - a. Norma: procurement will review them all in bulk
  - 5. Fredi: Do we have an update on whether board members of partner organizations can submit projects via the Catalyst RFP?

- a. Norma: please submit this question to [purchasing@kccd.edu](mailto:purchasing@kccd.edu) to undergo the formal process
  - b. [ADDENDUMS Location](#)
- 6. Justin: Can we have context on what will be in the upcoming addendum to the Catalyst RFP? Does it limit what projects can be submitted?
  - a. Norma: addendums solely answer questions that have been submitted to Purchasing, some of which have required State guidance prior to posting
- 7. Lori: could you (HR&A) provide insight onto State guidance for governance council (steering committees) to recuse themselves of reviewing and voting on all projects?
  - a. Jane: The LA region experienced the same concern; their decision was to develop subcommittees who would provide recommendations to the larger steering committee (<https://lacerf.org/steering-committee>)
  - b. Alissa: Is the LA region's steering committee as involved as the Kern Governance Council in developing the scoring criteria?
    - i. Jane: A subcommittee developed their scoring criteria, and created the same conflicts of interest concern
- 8. Alissa: schedule evening time blocks in the evening starting in June
- 9. Lori: block off 5:30-8:30PM time frames every day starting on May 12 – the monthly meeting on May 8th will help us determine which dates will be needed and which won't work based on quorum
- iii. Solicitation/Outreach and Informational Meetings
  - 1. [English Slide Deck](#)
  - 2. [Spanish Slide Deck](#)
- c. Sector Investment Coordinator update
- d. April subregional meetings
  - i. [Link to subregional meeting calendar](#)
    - 1. Fredi requests to expand outreach to see wider participation in the meetings from stakeholders who may have projects to share
- e. Governance Council meeting cadence
  - i. At the March GC meeting, members suggested either adding an additional hour to the meetings or meeting twice a month
    - 1. Fredi: supports the idea of going to twice a month to be in tune with everything
    - 2. Jim: will attempt to attend every two weeks
  - ii. Chris will add new dates to the GC calendar and provide an email update including both time frames, note that everyone must accept or decline all invites as the invites will be used to evaluate quorum

1. Send out an email reminder to ensure GC received the invitation or information.
2. Tentative May 22nd, then every 2 weeks thereafter
  - a. May 8th noon
  - b. May 22nd noon
  - c. June 5th noon
  - d. Every 2 weeks thereafter at noon

**III. Governance Council Member Comments**

- a. Request from Natalie to send out links shared within the agenda/chat via email to the Governance Council

**IV. Next Scheduled Meeting**

May 8 at 12pm via [Zoom](#)