

2/25/2025

GOVERNANCE COUNCIL MEETING AGENDA

I. Call to Order

a. Roll Call

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	

II. Agenda

- a. RFP review committee structure
 - i. Suggested composition
 - 1. 2 Convenor Representatives (Norma and Reyna)
 - 2. GC representatives (all representatives)
 - 3. 3 Sector Investment Coordinators
 - 4. Technical Assistance As Needed on an Ad-Hoc Basis
- b. RFP process flow chart - [Link](#)
 - i. Make available in Spanish by 2/26/25
- c. Finalizing RFP - [Link](#)
- d. Introducing Diane Baeza - Kern CCD's New Project Director for California Jobs First
 - i. Diane will be helping coordinate many of the fiscal and administrative deliverables of the grant
 - ii. Justin - are action plans for Catalyst projects submitted to the state not being included in the requirements? Norma: we are required to submit action plans for the tradable industries, and if we want additional activation plans, we can add them as needed
 - iii. Regional Plan Part 2 is the only regional plan required by the state and will be the focus of the RFP
 - iv. Lori - required reporting should not be included as part of the 10 percent admin cost max since smaller orgs may not have the capacity to fulfill the reporting
 - v. Pritika - staffing for reporting could be included in the budget, especially since many programs will be required to report cohorts through CalJobs
 - vi. Review committee will gauge feasibility of projects and be composed of a combination of convenors, GC, and technical experts

1. Alissa - is there a reason it needs to be a separate step as opposed to being incorporated into the evaluation process - the committee adds unnecessary time constraints on selection
2. GC was already expecting TA to help them evaluate projects - all projects will flow to GC after KCCD approves regardless of viability
3. The GC will have the final vote on projects, but the state is expecting collaboration between the GC and convenors
4. Lori - questions about feasibility should be answered during the application phase via TA
5. Committee to select SICs will include GC and convenors
6. Once applications submitted, review committee will schedule weekly meetings to review projects
7. Joey - suggested review committee composition - GC+1 convenor (non-voting), plus admin support and SICs
8. Rosa's suggestion for review process
 - a. GC receive ALL proposal
 - b. GC tape TA and industry experts (what is being consumed as review committee) for COLLABORATIVE review and discussion
 - c. TA is provided to proposals, if needed
 - d. GC make decision on approved projects
9. Lori to share document with suggested timeline by the end of the day - [Link to timeline](#)
 - vii. Jim - develop a flow chart showing how a proposal moves through the process from submission to potential award
 - viii. Make sure to have several sessions before applications are due for applicants to have their questions answered
- e. Final RFP review
 - i. [Link to RFP draft](#)
- f. RFP release timeline

III. Governance Council Member Comments

- a. Follow-up meeting on composition of review committee and review clean version of the document
 - i. Tuesday, 2/25 at 3 p.m.
- b. Meet to discuss workarounds for reporting requirements
- c. Clarification on why opportunistic sectors were not included with industry sectors

IV. Next Scheduled Meeting

March 13 at 12pm via [Zoom](#)

Adjournment