

5/8/2025

GOVERNANCE COUNCIL MEETING AGENDA

I. Call to Order

a. Roll Call - Governance Council

Governance Council

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*	

Regional Conveners (Represents 1 Non-voting Seat)

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

HR&A (Sector Investment Coordinators)

Connie Chung	Jane Carlson
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II. Agenda

a. Catalyst RFP

- i. KCCD Contracts and Procurement are reviewing all Catalyst proposals for compliance and will release all proposals that pass its process to the Review Committee

- 1. 46 total applications received. Not all may pass Procurement's threshold review

- a. Cecilia: Do we have a number of applications by region?

- i.

- b. Rosa: For applications that do not pass the threshold review, will the Governance Council still be able to review those proposals? What does the technical assistance portion look like and when will it be provided? Can we get a list of the 46 proposals now?

- i. The Review Committee will receive the entire list of 46 total applications.
 - ii. A Conflict of Interest and Non Disclosure forms will need to be signed by all members of the Review Committee

- iii. The list of the proposals will be shared as soon as possible
 - c. Alissa: will the Review Committee get to see the proposals for all 46? Will those who did not meet the threshold be eligible for review? How long will the Procurement's review process take?
 - i. The Review Committee will review proposals who meet Procurement's threshold
 - ii. Proposals that did not meet the threshold will not be moved forward for review; A letter is being drafted to describe additional support that can be provided
 - iii. Procurement review is currently underway, but documents will also need to be translated which may extend this timeline
 - d. Lori:
- ii. Confidentiality
 - 1. A Conflict of Interest and Non Disclosure forms will need to be signed by all members of the Review Committee – these will be sent along with the list of proposals
 - a. Lori: what is included in the forms? Do we have details on protocols on maintaining confidentiality? We should ask the GC for their preferences on how proposals will be reviewed (structure, format, etc). My preference is to review hard-copies of proposals
 - i.
 - b. Jim: On the distribution of the proposals why not go old school and put all proposals on a thumb drive and mail it out to GC members??
 - c.
- iii. Scheduling Review, Scoring, and Deliberation Meetings
 - 1. There are two portions within the proposal review process
 - a. Review Committee feasibility review
 - b. Governance Council voting
 - 2. Jim: will proposals be agendized for time blocks depending on complexity of proposals? How can absent GC members provide input during review periods?
 - a. We will need to establish a way for absent GC members to provide meaningful input during review periods
- iv. Review/Feasibility Process
- v. Scoring Process
 - 1. HR&A Insights
 - a. Has there been any thought to how many GC members should review the proposals?

- i. Alissa: my understanding is that all GC members wish to actively participate in the review and scoring process
 - ii. Lori: my understanding also is that all GC members wish to be in the review and scoring process; early calibration will enable this; preference for everyone to independently review all proposals
 - b. Suggestion to “batch” proposals after they have been reviewed for feasibility
 - i. Rosa: preference for deliberation among GC after having time to digest all proposals. Can batching begin before the feasibility review?
 - ii. Lori: can Procurement release proposals in batches once translations have been done so the Review Committee can get started? Understanding is that technical assistance can be provided for proposals that do not pass the feasibility review
- vi. Deliberation Process
- b. Next Steps:
 - i. Review Committee will receive a list of applicants with 2 forms (Non Disclosure and Conflicts of Interest) – must fill out and return prior to feasibility review process beginning
 - ii. Lori’s suggestion to meet 5/19 at 5:30PM
- c. Fiscal Updates
 - i. For any questions about financials, please contact stephanie.vega@bakersfieldcollege.edu

III. Governance Council Member Comments

- a. Other: Norma: Proposals received add up to a \$44 Million ask
- b. Lori: which proposals out of Kern County that are making an Implementation ask also made a Catalyst funding ask?
 - i. KCCD will inquire about more details from GoBiz

IV. Next Scheduled Meeting

May 22 at 12pm via Zoom