

Adult Education and Literacy

Advisory Committee Meeting Minutes

June 7, 2017

MINUTES NO. 1

A duly posted open meeting of the Adult Education and Literacy Advisory Committee was held on Wednesday, June 7, 2017, at 1:30 p.m. at the Texas Workforce Commission Main Building located at 101 East 15th St., Austin, Texas, 78778, Room 244.

MEMBERS PRESENT

Wanda Garza

Mary Jo Ochoa Hernandez

Tiffany Johnson

MEMBERS NOT PRESENT

Nancy Crawford

Lisa Hembry

Bert Miller

Lillian Riojas

Joyce Delores Taylor

Ken Treviño

Agenda

1. Introduction and Opening Remarks

Adult Education and Literacy (AEL) Director Anson Green called the meeting to order. Tiffany Johnson thanked other Committee members for attending the morning's work group. Wanda Garza stated performance should be user-friendly for the public to understand and recognized how complicated the data is.

Courtney Arbor stated TWC wants to be transparent and described the Department of Operational Insight's (DOI) charge of developing tools so grantees may see where they are compared to other grantees.

2. Information and Updates

Mr. Green showed the latest AEL branding results from a survey, along with comments from the field. The two options were S.O.A.R. and A.C.E., which has the slight lead, and many respondents had offered other names in the survey.

Mr. Green stated there's no requirement to use a specific program name, though there are some requirements related to language that must be used when branding the AEL program. The logo is another consideration, though not required. AEL will most likely make this branding name use required in the future. Mr. Green said this would need to first go through TWC management review.

Ms. Johnson remarked that branding and public perception were items discussed during the morning's work group. She asked what the next steps would be in the process and if the Committee should move forward with a logo idea to present to Commissioners.

Reagan Miller said anything related with logos/branding would need to go through Commissioners, so this should be considered as the Committee makes recommendations.

Joyce stated we want to make a logo that would resonate with the Commissioners and get a public image of AEL out. Mr. Green added that Nancy Crawford said the use of "adult" would help.

Mr. Green asked if "career" should be in the name. Ms. Garza responded that "career" encompasses many things, from career to language skills, and asked the Committee about their thoughts which prompted discussion on the topic. Ms. Taylor added that the required tagline would help public understanding of what the program does.

Mr. Green said TWC would discuss this matter internally with Commissioners, regarding the name and logo use and will report back to the Committee by the next AEL Advisory Committee meeting.

Beth Ponder from TCALL presented the second agenda item, the Content Standards work plan rollout. Ms. Ponder outlined the timeline of the rollout. August to December phase 1 and 2 of the rollout consisting of face-to-face workshops will occur. January to June, phases 3 & 4, will roll out with full program implementation by July 2018. A new RFP will come on the alignment to the industry clusters.

Ms. Garza asked about the new RFP for aligning to the industry standards. Mr. Green stated this RFP will focus on an overlay of the existing Content Standards, focused on specific industry clusters. Mary Jo Ochoa asked if there are deliverables to learn whether the instructional coaches are doing what they need to do. Ms. Ponder explained that there will be documentation and an observation form, to be used in phase 4, for instructional coaches to use when observing standards-based instruction.

Ms. Johnson asked if the instructional coaches were intended to be hired or do they come from within the program? Mr. Green responded that it was envisioned to be a current staff person. Ms.

Ponder added that many instructional leads have been nominated for the role from within the program and said the idea of coaching in education is new to many people.

Mr. Green introduced the next agenda item, a congressional briefing he was invited to attend the week prior in Washington D.C. with the National Skills Coalition on adult education and workforce upskilling policies, and offered the Texas perspective. Ms. Johnson asked how Mr. Green and Nashville's representative were selected to attend. He stated he thinks it is because Texas has received recognition on Integrated Education and Training models through CLASP and other national organizations.

Carrie Tupa and Mr. Green presented the fourth agenda item, Update on WIOA Performance model and competition. Mr. Green started with the upcoming RFP, and outlined the requirement that there is a competition. AEL will release a statewide competition in multi-year providers, such as local education agencies, school districts, and more. WIOA requires a partnership between an eligible school and a business. He added local boards are required to review the local AEL program, and that is an untested process as Texas has never done this as it's a new requirement. The boards will not approve the local proposal or score them, but will review them and provide comments. TWC built a whole process for this and will start the process soon to give boards time to pick their review teams. Mr. Green said the RFP will be released in late summer/early fall, to give ample time for review. He explained he will send out a webinar that gives a general overview of the adult education program in Texas to inform the public.

Ms. Garza stated the RFP has to incorporate what the board alignment framework is exactly, as the board is reviewing the proposal and giving feedback. Mr. Green stated that the RFP must address alignment to the board, as it's required, and the boards will review that part of the proposal. Ms. Garza commented on whether or not the boards just check for certain elements in the RFP. Mr. Green said TWC has done a lot of work for integration, so there is a good culture for alignment and engagement with the board plan.

Ms. Garza asked for clarification on difference between the procurement and board review. Reagan Miller clarified that the state does the procurement and scores the application, and the board only review that. She added the process was reviewed with the Office of General Counsel.

Ms. Tupa discussed WIOA performance and explained the change of measurable skill gains under WIOA. Ms. Garza asked about students that get CEUs, and asked which measurable skills gain (MSG) that would fall under and recommended to flush that out for providers. Ms. Tupa said the federal guidance is still ongoing on the measurable skills gain. Mary Jo asked when the new data for MSG will be collected and Ms. Tupa said late summer most likely. Ms. Ochoa also asked if the MSGs are weighted, and Ms. Tupa responded that an MSG is an MSG and that programs report all MSGs.

3. Discussion

Ms. Johnson provided an update on the morning's work group and summarized the calls leading up to the morning's work group. She stated the focus of the work group was to narrow the focus on recommendations, and that they formed a task force to seek who the AEL population is. The task force will meet again at the next meeting as well as many conference calls.

She outlined areas where the task force may want to create a sub-committee, such as for public perception and tying that to transparency; perhaps with a public website for the public that shows what AEL is doing.

Ms. Johnson stated the Committee would like to reach out to our Advisory Committee and ask our members to nominate sub-committee members to do a grassroots effort, which may lead to a public campaign. Ms. Garza added that the Committee will flush that out a bit more, and said a mission statement for adult education would be needed if there's a rebranding of the name.