

CALIFORNIA APPRENTICESHIP COUNCIL

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ADDRESS REPLY TO:
California Apprenticeship Council
P. O. Box 420603
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**RELATED SUPPLEMENTAL INSTRUCTION
COMMITTEE MEETING
Minutes**

Chairperson Jack Buckhorn
Wednesday, August 14, 2023

I. Call to Order/Roll Call

Chairperson Buckhorn called the meeting to order at 3:00 p.m. DAS Chief Curtis Notsinneh called the roll.

Members present: Jack Buckhorn, Hugo de la Torre, Louis Ontiveros, Earl Restine, Yvonne DeLaPena, Sheri Learmonth, Gary Adams and DAS Chief Curtis Notsinneh

Members Absent: Chris Christophersen, Chip Martin,

A quorum was met.

II. Review and approval of Minutes

There was a motion made and seconded to approve the minutes. A roll call vote was taken and that Motion was approved.

III. Old Business

- Review and update the California Apprenticeship Council Policy on Common Administrative Practices and Treatment of Costs and Practices Related to RSI.

This committee had a lot of discussion on the best practice document and has drafted a best practice document to review. The document was drafted and posted on the DAS website along with comments received.

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Currently on page 9 of this document that was were we left off which is actually the transfer of programs between LEA's and community colleges.

https://www.dir.ca.gov/DAS/DAS_MeetingAgenda/2024/August/8-Common-Administrative-Practices-Draft.pdf

https://www.dir.ca.gov/DAS/DAS_MeetingAgenda/2024/August/8-Common-Administrative-Practices-Draft-Comments.pdf

We are going to continue to work through this document and get more feedback from all the LEAs to make this document better.

It was advised that the Apprenticeship Common Administrative Practices and Treatment of Costs document goes back to 2017. The draft document was provided by the Chancellor's office, who manages that money and distributes it to all the programs, both community college and K-12. We had asked for comments to be submitted on the document that hopefully, at some point, we can approve this best practices document.

The draft document was shared in a slide presentation as well as the document posted on the DAS website.

We had a very lengthy discussion on some of the provisions that were in this draft document.

Intentionally scheduled this meeting for the last meeting of the day, because we knew, and we from previous meetings, that we needed a lot of time to work through this.

It was noted that since this is a best practice document it has no authority.

The subcommittee went through the document. Buckhorn provided the commissioners and the public an opportunity to ask questions and make comments.

Our next RSI Subcommittee meeting and come with a final draft or a final document that we can all agree.

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Commissioner Adams with the Chancellors office agreed to help the RSI Committee with several sections that we need their direct input, on because of the financial implications and also audit procedures. until we receive So, it was advised to members of the apprenticeship community that we will have a lot to do at our next meeting.

Jack stated that he is very hopefully will be reviewing the final draft document at the next quarterly meeting.

CACsuggest@dir.ca.gov

IV. New Business

Nothing to Report

V. Items for Discussion

Nothing to Report.

VI. Adjournment

Buckhorn adjourned the meeting at 4:54 p.m.