



ACCOUNTABILITY. TRANSPARENCY. SIMPLICITY.

South Central Coast Regional Consortium (SCCRC)

SCCRC Regional Fiscal/NOVA Meeting December 2, 2019

Pierpont Inn, 550 Sanjon Rd, Ventura

11:30 – 12:15 pm Lunch

12:30 – 3:00 pm Meeting

Please Register: <https://sccrcolleges.org/event/sccrc-regional-cc-swp-fiscal-nova-meeting/>

Zoom Information:

Join from PC, Mac, Linux, iOS or Android: <https://cccconfer.zoom.us/j/244267949>

Or iPhone one-tap (US Toll): +16699006833,244267949#

Or Telephone: +1 669 900 6833 (US Toll)

Meeting ID: 244 267 949

SCCRC Regional Fiscal/NOVA Meeting

12:15 – 12:30 pm Welcome and Introductions – see attached list

12:30 – 12:50 pm Review [Fiscal Flow](#) and [Required Documentation](#)

Fiscal Flow—Luann reviewed the SWP page on the new website. She mentioned that the Master Agreement will be expiring on 6/30/20.

There are forms that append to the Master Agreement:

- Participation Agreement
- Sub-award notification for base and incentive funding.
- Sub-award notification form for projects.
- Exhibit D is for the reallocation of funds within Districts.
- It was mentioned that the forms need to be updated to take off DWM and DSN language.
- Concept – if Participation Agreement DELIVERABLES changed, do we need a revised Exhibit A—YES. Also send the original with it.





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Luann mentioned that the Participation Agreements accompany the invoice.

Each project lead must prepare Participation Agreement(s) and submit to their business office to accompany the invoice.

There is a sub-award notification for projects between project lead and Districts receiving funds.

12:50 – 1:30 pm

Sharing of Best Practices, Challenges and Recommendations

Carolyn Shaw from COC shared that tracking is very challenging. Naming conventions in NOVA are important for tracking. They are now coding 19-20 funding with “R4” for Round Four of SWP funding.

Holly shared that AHC has a new grant number for each year and she always notes this when communicating with the Chancellor’s Office.

Laureano said that at AVC the challenge is tracking with first-in/first-out. It must be tracked by fiscal year at the college, even though NOVA doesn’t care.

David from VCCCD District office shared a spreadsheet for each campus (see attached). He took the group through their “shadow system.” Expense reports by fiscal year and org code. Each project uses a program code.

Laureano said the NOVA reporting deadlines remain flexible.

Luann stressed that the Chancellor’s Office is asking the Regional Chairs and Fiscal Agents says that overall – things look under-spent and/or under-reported. She mentioned that there is a Looker application that pulls data from NOVA into dashboards. Luann has asked Robert and Laureano to research this and present to the region.

There was discussion about disbursing 70% up front and 30% after the first Reporting. James Zavas, Controller from Santa Barbara City College, said that it is not a problem for the fiscal agent to disburse all of the funding up front.





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1:30 – 1:45 pm

Break

1:45 – 2:00 pm

NOVA Review Input and Reporting Requirements

Reporting deadlines should be out soon.

2:00 – 2:30 pm

Chancellor's Office (Alejandro Sandoval) available by phone to ask questions

Alejandro from the Chancellor's Office – Enhancements include saving filters. They publish enhancements so that you can track changes in the NOVA site version.

Luann asked if there would be a section for more narrative input. Right now, the narrative is only for the 4th quarter of the year. Lu asked if there would now be a field for each quarter. After feedback that this was excessive, they reduced narrative to just 4th quarter.

Paula asked about 4th quarter versus the 30 months for the project. At the 30-month date, you can add additional narrative when you close out a project. Narrative is for the end of each fiscal year.

Letty asked if there would be any new instructional videos for NOVA as the current ones are outdated. Alejandro said "yes" but now they must have closed captioning, so they are working on it.

Mike Bastine asked when a new project is submitted, can there be a function for duplicating a previous project. Alejandro said that they did discuss this, and at the moment it isn't scoped out yet, but might be in the future.

Laureano added that a project can be extended by adding new fiscal years to it. Yes, this is possible by un-certifying and re-certifying.

Laureano said that at first NOVA assigned an id number to the project. They are going to bring that back.

Margaret added that you can see the project id's when you look at the analytics.





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Identify Training and Support Needs

Paula asked if the region should create our own reporting vehicle in order to appropriately update the state when asked. Luann responded that we have solicited narrative in the past and that we need to do this.

Margaret suggested that the region piggyback on the Regional Director's mandated reporting so they could just cut and paste into our home grown regional update report. Holly will send us their reporting dates.

2:00 p.m. Wrap Up and Next Steps



SWP 1st Qtr 2019-20 - Regional
Report period Q1 FY20 exp thru 09/30/19

Banner Expense Reports

FYSOSUM Report	TPP Adjustments									Totals by major object
	Prog# 130500									
Totals	fy17 17601	fy18 17601	fy19 17601	FY19	fy18 17602	fy19 17602	fy20 17602	fy19 17603	fy20 17603	
1xxx	-	-	-	-	-	-	5,029.19	-	-	5,029.19
2xxx	-	172,960.88	112,229.23	(1,650.00)	-	96,542.50	47,506.88	-	4,535.59	432,125.08
3xxx	-	64,752.14	43,940.64	(155.10)	-	41,771.12	21,304.43	-	2,678.52	174,291.75
4xxx	-	478.39	7,063.68	(2,628.65)	-	471.32	-	-	5,893.72	11,278.46
5xxx	-	5,895.78	46,756.25	(566.25)	-	64,592.46	-	32,430.61	2,310.30	151,419.15
6xxx	-	5,654.01	-	-	-	3,770.05	-	-	-	9,424.06
7300 exp tr's	-	-	-	-	-	-	-	-	-	-
ttl w/o 7991	-	249,741.20	209,989.80	(5,000.00)	-	207,147.45	73,840.50	32,430.61	15,418.13	783,567.69
7991 amt	-	-	249,741.20	-	-	-	207,147.45	-	32,430.61	-
ttl w/7991	-	249,741.20	459,731.00	(5,000.00)	-	207,147.45	280,987.95	32,430.61	47,848.74	783,567.69

Banner Budget Reports

	17601 (FY16-17) Budget	17602 (FY17-18) Budget	17603 (FY18-19) Budget	Combined Budget
#1000	\$ -	\$ 26,142.32	\$ 13,300.08	\$ 39,442.40
#2000	\$ 283,540.11	\$ 273,181.98	\$ 229,439.49	\$ 786,161.58
#3000	\$ 108,537.68	\$ 139,948.53	\$ 123,852.17	\$ 372,338.38
#4000	\$ 4,913.42	\$ 9,011.71	\$ 46,354.55	\$ 60,279.68
#5000	\$ 52,085.78	\$ 99,955.41	\$ 191,453.86	\$ 343,495.05
#6000	\$ 5,654.01	\$ 3,770.05	\$ -	\$ 9,424.06
#7000	\$ -	\$ -	\$ -	\$ -
	\$ 454,731.00	\$ 552,010.00	\$ 604,400.15	\$ 1,611,141.15

NOVA Reports

Project	Project #1 - #7		Difference	
	Budget	Expenses	Budget	Expenses
#1 Allied Health #120100				
#1000	\$ 17,870.41	\$ -	\$ -	\$ -
#2000	\$ 105,763.53	\$ 56,294.80	\$ -	\$ -
#3000	\$ 62,441.41	\$ 25,495.98	\$ -	\$ -
#4000	\$ 14,991.95	\$ 2,007.09	\$ -	\$ -
#5000	\$ 23,216.55	\$ 9,748.55	\$ -	\$ -
#6000	\$ 1,264.72	\$ 1,264.72	\$ -	\$ -
#7000	\$ -	\$ -	\$ -	\$ -
	\$ 225,548.57	\$ 94,811.14	\$ -	\$ -

#2 Internships #493200		
#1000	\$ -	\$ -
#2000	\$ -	\$ -
#3000	\$ -	\$ -
#4000	\$ -	\$ -
#5000	\$ 144,200.00	\$ 91,690.44
#6000	\$ -	\$ -
#7000	\$ -	\$ -
	\$ 144,200.00	\$ 91,690.44

#6 Job Develop #647000		
#1000	\$ -	\$ -
#2000	\$ 235,209.55	\$ 133,958.55
#3000	\$ 121,922.65	\$ 66,723.75
#4000	\$ 10,737.04	\$ -
#5000	\$ 14,953.87	\$ 6,898.60
#6000	\$ -	\$ -
#7000	\$ -	\$ -
	\$ 382,823.11	\$ 207,580.90

#3 Instructional Support Services #610000 (#17603 Only)		
#1000	\$ -	\$ -
#2000	\$ -	\$ -
#3000	\$ -	\$ -
#4000	\$ 18,500.00	\$ 5,811.54
#5000	\$ -	\$ -
#6000	\$ -	\$ -
#7000	\$ -	\$ -
	\$ 18,500.00	\$ 5,811.54

#7 Marketing #671000		
#1000	\$ -	\$ -
#2000	\$ 116,749.83	\$ 40,043.51
#3000	\$ 55,781.84	\$ 12,758.58
#4000	\$ 11,655.48	\$ 2,482.44
#5000	\$ 29,506.95	\$ 2,392.32
#6000	\$ -	\$ -
#7000	\$ -	\$ -
	\$ 213,694.10	\$ 57,676.85

#4 Center of Excellence #619000 (#17603 Only)		
#1000	\$ -	\$ -
#2000	\$ 13,391.29	\$ -
#3000	\$ 1,255.59	\$ -
#4000	\$ 3,500.00	\$ 82.18
#5000	\$ 81,853.12	\$ 5,423.00
#6000	\$ -	\$ -
#7000	\$ -	\$ -
	\$ 100,000.00	\$ 5,505.18

#8 Labor Market #679000		
#1000	\$ -	\$ -
#2000	\$ 283,556.11	\$ 187,627.98
#3000	\$ 108,214.15	\$ 60,502.55
#4000	\$ 895.21	\$ 895.21
#5000	\$ 49,164.56	\$ 34,666.24
#6000	\$ 8,159.34	\$ 8,159.34
#7000	\$ -	\$ -
	\$ 449,989.37	\$ 291,851.32

#5 Articulation Support #631000		
#1000	\$ 21,571.99	\$ 5,029.19
#2000	\$ 31,491.27	\$ 14,200.24
#3000	\$ 22,722.74	\$ 8,810.89
#4000	\$ -	\$ -
#5000	\$ 600.00	\$ 600.00
#6000	\$ -	\$ -
#7000	\$ -	\$ -
	\$ 76,386.00	\$ 28,640.32



SCCRC Regional Meeting & SCCRC Fiscal/NOVA Meeting

Monday, December 2, 2019

Attendee List

	Name	9 am SCCRC	12:30 pm NOVA	Job Title	Agency Name	Email
1	Arnold, Laurel	✓		Executive Director, Career Education	VCOE	larnold@vcoe.org
2	Bastine, Michael	✓	✓	Regional Director	SCCRC	Michael.bastine@canyons.edu
3	Blasberg, Regina	✓		CE Liaison, Faculty	COC	regina.blasberg@canyons.edu
4	Cabral, Robert	✓	✓	Dean	Oxnard College	rcabral@vcccd.edu
5	Casas, David		✓	CTE Coordinator	SBUSD	dcasas@vcccd.edu
6	Cotti, Nadia	✓	✓	CTE Supervisor	Wm S. Hart UHSD	ncotti@hartdistrict.org
7	Duenas, Felicia	✓	✓	Dean, Career Ed	Ventura College	fduenas@vcccd.edu
8	Eurman, Valerie	✓		Regional Director	SCCRC	vseurman@sbcc.edu
9	Flores, Laureano		✓	Dean, Career Ed	Ventura College	laflores@avc.edu
10	Gatewood, David	✓		Dean, Academic Planning	Antelope Valley College	dgatewood@vcccd.edu
11	Happel, Harriet	✓		Dean Career Education	College of the Canyons	harriet.happel@canyons.edu
12	Heasley, Rosie	✓		Project Supervisor	Antelope Valley College	rheasley@avc.edu
13	Herman, Juliet	✓		Director	VCOE	jherman@vcoe.org
14	Hillman, Linda	✓		Deputy Director	SBC WDB	l.hillman@sbcsocialserv.org
15	Hodge, Paula	✓	✓	Regional Director ICT/DM	SCCRC	Paula.hodge@canyons.edu

16	Hollems, Diane	✓	✓	Co-Chair	SCCRC	diane.hollems@gmail.com
17	Jurevich, Gayla (phone)	✓	✓	Regional Director	SCCRC	gayla_jurevich@cuesta.edu
18	Kiss, Boglarka	✓		GP Regional Coordinator	CCCCO	bkiss@cccco.edu
19	Lake, Amanda	✓	✓	Admin Ass't	SCCRC	amanda.j58@gmail.com
20	Lau, Margaret	✓	✓	Dean, Academic Affairs	Allan Hancock College	margaret.lau@hancockcollege.edu
21	Lombardo, Belinda		✓	SWP Coordinator	Allan Hancock College	belinda.lombardo@hancockcollege.edu
22	Newcomb, Debbie	✓	✓	CE Dean	Ventura College	dnewcomb@vcccd.edu
23	Nolan Chavez, Holly	✓		Regional Director	SCCRC	hchavez@hancockcollege.edu
24	Ornelas, Irene	✓		Regional Director, Health	Health Workforce Initiative	irene.ornelas@canyons.edu
25	Ortega, Giovanni	✓	✓	Acting Director, CTE	Oxnard College	gortega@vcccd.edu
26	Park, Celine	✓		Project Specialist	Moorpark College	Cpark@vcccd.edu
27	Pennington, Tracy		✓	Senior Accounting Technician	Ventura College	tpennington@vcccd.edu
28	Polis, Adilene	✓	✓	Regional Director, Global Trade	SBCC	Apolis@pipeline.sbcc.edu
29	Rodriguez, Leticia	✓	✓	Grant Director	Ventura College	lrodriguez1@vcccd.edu
30	Shaw, Carolyn		✓	Director Grants and Categorical Accounting	Santa Clarita Community College District	carolyn.shaw@canyons.edu
31	Specchierla, Michael (phone)	✓		Executive Director	SLOCOE	mspecchierla@slocoe.org
32	Swanberg, Luann	✓	✓	Director/ Chair	SCCRC	lrswanberg@pipeline.sbcc.edu
33	Teasdale, Dave	✓		Regional Director, Energy, Construction, and Utilities	KCCD	dteasdal@kccd.edu
34	Walker, Diane	✓		Dir. Industry Liaison and Post-Secondary Partnerships	AVUHSD	dwalker@avhsd.org
35	Zavas, James		✓	Controller	SBCC	jdzavas@sbcc.edu