

Cradle-to-Career Data and Tools Advisory Board Staff Report

Date Report Issued: September 17, 2024
Attention: Members of Data and Tools Advisory Board
Subject: **August 20, 2024 Ad Hoc Committee Minutes (Agenda Item Seven)**
Staff Contact: Shannon Serrato, Director of Engagement

At this meeting, the Data and Tools Advisory Board Ad Hoc Committee for Proposal Prioritization (Ad Hoc Committee) will have the opportunity to discuss and approve the August 20, 2024 Ad Hoc Committee meeting minutes.

Requested Action:

After review and consideration of the minutes, Staff recommends that the Ad Hoc Committee approve the August 20, 2024 meeting minutes.

- ❖ Move to approve the Data and Tools Advisory Board Ad Hoc Committee for Proposal Prioritization meeting minutes from August 20, 2024.

Background:

On August 20, 2024, the Ad Hoc Committee conducted their final meeting and there is no set date for when the Ad Hoc Committee will next convene. Typically, the Ad Hoc Committee will use the next meeting to vote on the previous session's minutes. With no set meeting date, there will be no opportunity for the Ad Hoc Committee to approve the minutes, therefore, the minutes have been brought to the Data and Tools Advisory Board meeting for approval by the Ad Hoc Committee. Only Ad Hoc Committee members shall vote on this agenda. The meeting minutes can be found in Attachment A.

Members of the Ad Hoc Committee:

Jason Borgen
Regan Foust, PhD
Helen Norris

Diana Phuong

**Data and Tools Advisory Board Ad Hoc Committee for Proposal
Prioritization
August 20, 2024
Meeting Minutes**

Members Present:

Jason Borgen
Regan Foust, PhD
Helen Norris
Diana Phuong

Pursuant to Government Code section [11123.5](#) this meeting was held by teleconference and members joined from remote locations.

Agenda Item 1 Call to Order, Establishment of Quorum, and Welcome
Marykate Cruz Jones, Chief of Strategic Initiatives and Partnerships, called the meeting of the Data and Tools Advisory Board Ad Hoc Committee for Proposal Prioritization to order on August 20, 2024 at 1:06 p.m. A quorum was present.

Agenda Item 2 Approval of the Minutes from the July 31, 2024 Data and Tools Advisory Board Ad Hoc Committee for Proposal Prioritization
Marykate Cruz Jones, Chief of Strategic Initiatives and Partnerships, presented this item.

Jason Borgen made a motion to approve the Data and Tools Advisory Board Ad Hoc Committee for Proposal Prioritization meeting minutes from July 31, 2024; second Diana Phuong.

No public comment.

The motion carried unanimously (4-0).

Agenda Item 3 Discussion, Public Comment, and Possible Action on the
Prioritization of the Data and Tools Member Proposals Draft
Report

Marykate Cruz Jones, Chief of Strategic Initiatives and Partnerships, presented this item.

Diana Phuong made a motion to approve the proposal prioritization draft report as submitted; second Regan Foust.

No public comment.

The motion carried unanimously (4-0).

Agenda Item 4 General Public Comment

No public comment.

Agenda Item 5 Future Agenda Items

Marykate Cruz Jones, Chief of Strategic Initiatives and Partnerships, presented this item.

No public comment.

Agenda Item 6 Adjournment

Marykate Cruz Jones, Chief of Strategic Initiatives and Partnerships, adjourned the meeting at 1:23 p.m.