



Data and Tools Advisory Board

March 19, 2025

Meeting Minutes

Members Present:

Jason Borgen, *exited meeting at 3:00 p.m.*

Lisa Catanzarite, PhD

Tamika Connor, PhD*

Regan Foust, PhD

Diana Harlick*

Daniel Millán

Helen Norris

Myrtha Ortiz Villar

Laura Owen, PhD*

Diana Phuong

Vikash Reddy, PhD

Lauren Reed, PhD*

Jacob (Oliver) Schak

Iulia Tarasova

John B. Watson, PhD

**Pursuant to Government Code section [11123.5](#) this member participated via teleconference from a remote location.*

Members Absent:

Heather Hough, PhD

Agenda Item 1 Call to Order, Establishment of Quorum, and Welcome

Shannon Serrato, Director of Engagement, called the meeting of the Data and Tools Advisory Board to order on March 19, 2025 at 10:07 a.m. A quorum was present.

Agenda Item 2 Introduction of the Data and Tools Advisory Board Liaison from the Governing Board

Stephanie Gutierrez-Valdez, Board Liaison and Governance Specialist, and Ana Luz González-Vásquez, PhD, Governing Board Member, presented this item.

Agenda Item 3 Approval of the Minutes from the October 1, 2024 Data and Tools Advisory Board Meeting

Shannon Serrato, Director of Engagement, presented this item.

Tamika Connor made a motion to approve the Data and Tools Advisory Board meeting minutes from October 1, 2024; second Jason Borgen.

No public comment.

The motion carried (15-0).

Agenda Item 4 Update on the Office of Cradle-to-Career Data

Mary Ann Bates, Executive Director, presented this item.

Agenda Item 5 Update on the Advisory Board Recommendation Process and
Changes to the Governance Manual

Ryan Estrellado, Director of Data Programs, and Stephanie Gutierrez-Valdez, Board Liaison and Governance Specialist, presented this item.

Agenda Item 6 Presentation of Data and Tools Demographic Survey Results
and Language Access Plan

Shannon Serrato, Director of Engagement, presented this item.

Agenda Item 7 Discussion of Advisory Board Member Recruitment

Stephanie Gutierrez-Valdez, Board Liaison and Governance Specialist, and Angelique Palomar, Deputy Director of Communications, presented this item.

Agenda Item 8 Presentation on and Discussion of the P20W Data Set and Connection to the Proposal Process

Ryan Estrellado, Director of Data Programs, presented this item.

Agenda Item 9 Report out of Community Ambassador Work of Advisory Board Members Related to Cradle-to-Career Mission and Vision

Shannon Serrato, Director of Engagement, presented this item.

Agenda Item 12 General Public Comment

No public comment.

Agenda Item 10 Presentation on and Discussion of the Office of Cradle-to-Career Data's Staff Draft Data and Tools Advisory Board Proposals Report and Feasibility Studies

Ryan Estrellado, Director of Data Programs, and Kathy Booth, Project Director, Economic Mobility, Postsecondary, and Workforce Systems, WestEd, presented this item.

Agenda Item 11 Discussion of 2025 Advisory Board Proposal Process, Including the Review of Member Proposal Process Member Responsibilities

Ryan Estrellado, Director of Data Programs, and Stephanie Gutierrez-Valdez, Board Liaison and Governance Specialist, presented this item.

Agenda Item 12 General Public Comment

No public comment.

Agenda Item 13 Future Agenda Items

Shannon Serrato, Director of Engagement, presented this item.

No public comment.

Agenda Item 14 Adjournment

Shannon Serrato, Director of Engagement, adjourned the meeting at 3:12 p.m.