

Inland Empire/Desert Regional Consortium

Strong Work**Force**

Round 1 Regional Quarterly Reporting
As of September 30, 2017

December, 2017



CALIFORNIA COMMUNITY COLLEGES

Doing What MATTERS™

FOR JOBS AND THE ECONOMY

IE/DRC Strong Workforce Program
Round 1 – Spending Update
July 1, 2016 through September 30, 2017

The following report was prepared for the Inland Empire/Desert Regional Consortium’s Strong Workforce Program regional fund. During Round 1 of the Strong Workforce Program, the IE/DRC allocated **\$7,318,379** to the region’s community colleges/districts in support of nine regional projects. All of the region’s community colleges/districts received funding. Expenses and encumbrances were reported by partner colleges (supported by financial ledgers), and 100% of the partners completed the quarterly report.

The spending period for Round 1 funds is July 1, 2016 through December 31, 2018. Spending and encumbrances reported through the period ending September 30, 2017 is **\$1,993,240**, or **27%** of the overall fund. It should be noted that partner colleges did not actually receive funds from the fiscal agent (RCCD) until February/March 2017, after the regional plan and budget was approved. As a result, many colleges were not able to begin project implementation until the start of the current academic/fiscal year (July 1, 2017). The amount remaining, which must be expended by December 31, 2018, is **\$5,325,139**.

The financial reporting periods referenced in the charts contained in this report are:

- **FY18 Q1 Enc** – Funds already encumbered in the partner college/district’s financial system as of September 30, 2017. Encumbered expenses often include projected salary and benefits charges for permanent faculty and staff through the end of the fiscal year (June 30, 2018); purchase orders issued with invoices not yet paid; contracts for goods and services, etc.
- **FY18 Q1 Exp** – Actual expenses for the period beginning July 1, 2017 and ending September 30, 2017.
- **FY17 Q4 Exp** – Actual expenses for the period beginning July 1, 2016 and ending June 30, 2017.

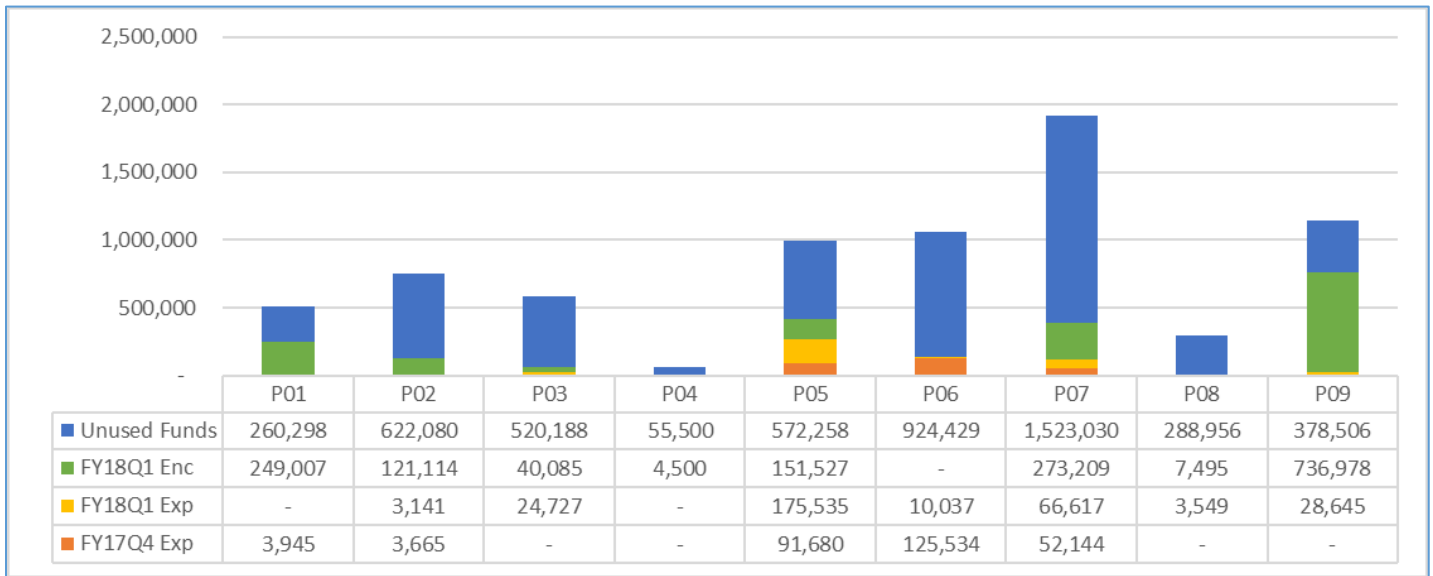
For additional information about the region’s Strong Workforce Program and its funded projects, please contact:

Julie Pehkonen, IE/DRC Chair, Julie.Pehkonen@rcc.edu,
Or visit our website at: <https://desertcolleges.org/swp/projects/index.php>.

For inquiries related to the financial data contained in this report, please contact the region’s SWP fiscal agent representatives:

SWP Fiscal Manager: Sheryl Plumley, Assistant Director, RCCD CTE Projects, Sheryl.Plumley@rccd.edu
Report Prepared by: Taylor Gilbertson, Grants Administrative Specialist, RCCD CTE Projects, Taylor.Gilbertson@rcc.edu

Spending Across All Projects as of September 30, 2017, by Project

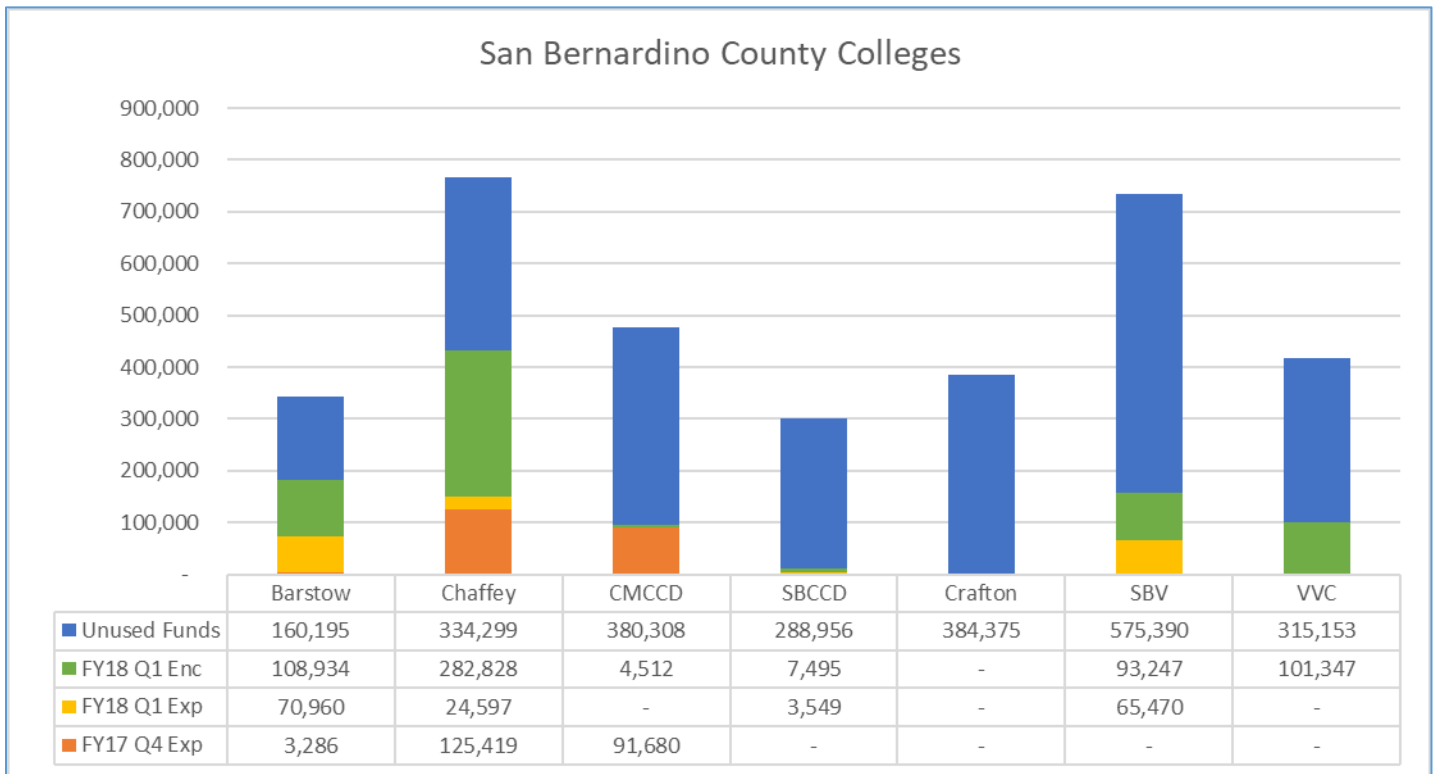
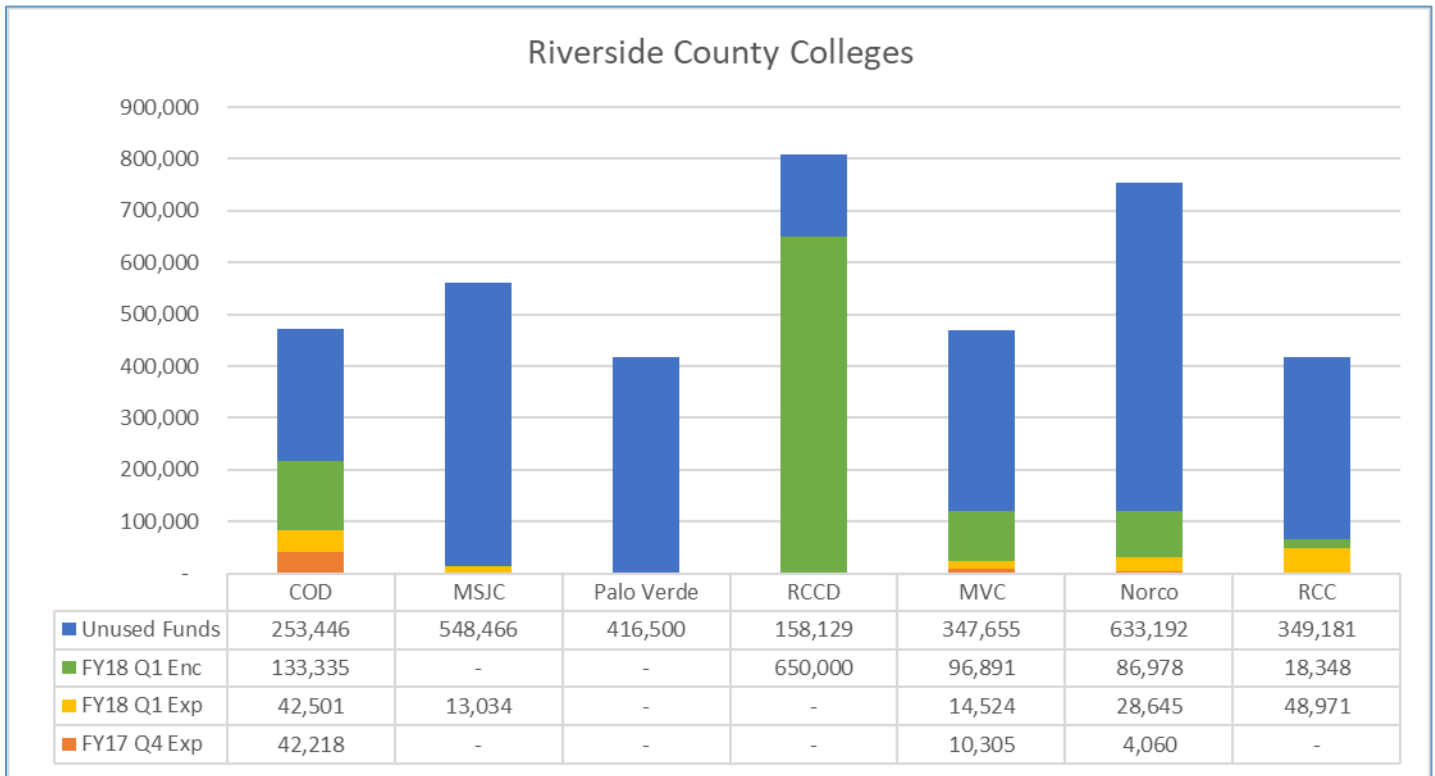


Projects:

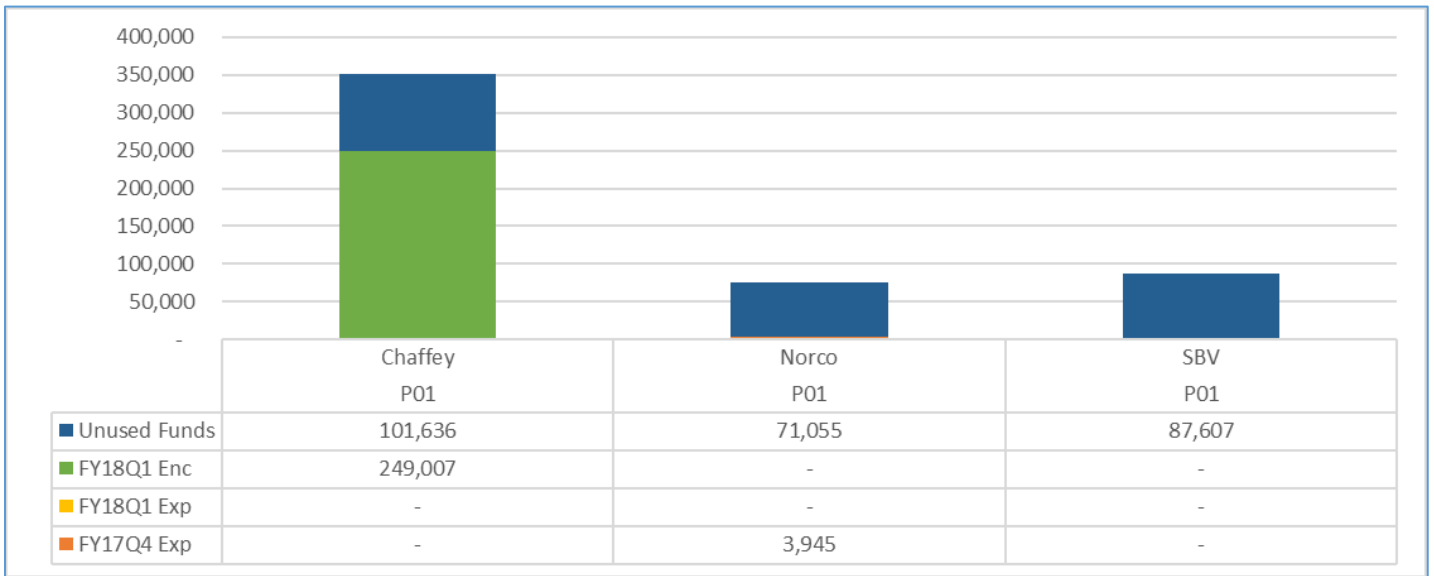
(Project descriptions can be found at: <https://desertcolleges.org/swp/projects/index.php>)

- P01: Regional Mechatronics Technician Training Pathway
- P02: Subregional Business Incubator and Makerspace Proposal
- P03: Placement and Clinical Site Coordination
- P04: Tractor Trailer Operator Feasibility Study
- P05: Updating Automotive Labs – Electric Vehicle (EV) & Hybrid Instruction
- P06: Regional, Accelerated, Career, and Employment Program
- P07: Regional and District Job Developers Proposal
- P08: Regional/Sub-regional CTE Advisory Program – Pilot Project
- P09: Regional Marketing & Outreach

Spending Across All Projects as of September 30, 2017, by College



P01: Regional Mechatronics Technician Training Pathway



Chaffey

Chaffey College has made measurable progress in goals and objectives on the Mechatronics project. Program and curriculum planning has been ongoing with the input of management, faculty, and industry partners. Trainers for the program are being sourced and brought under contract. Training classes are expected to begin in January. The equipment for this program has been received, and a technician from the vendor will be programming it later on this month. A regional Skills Panel in this area is in the planning stages in partnerships with the Deputy Sector Navigator of Advanced Manufacturing and should take place next quarter.

Norco

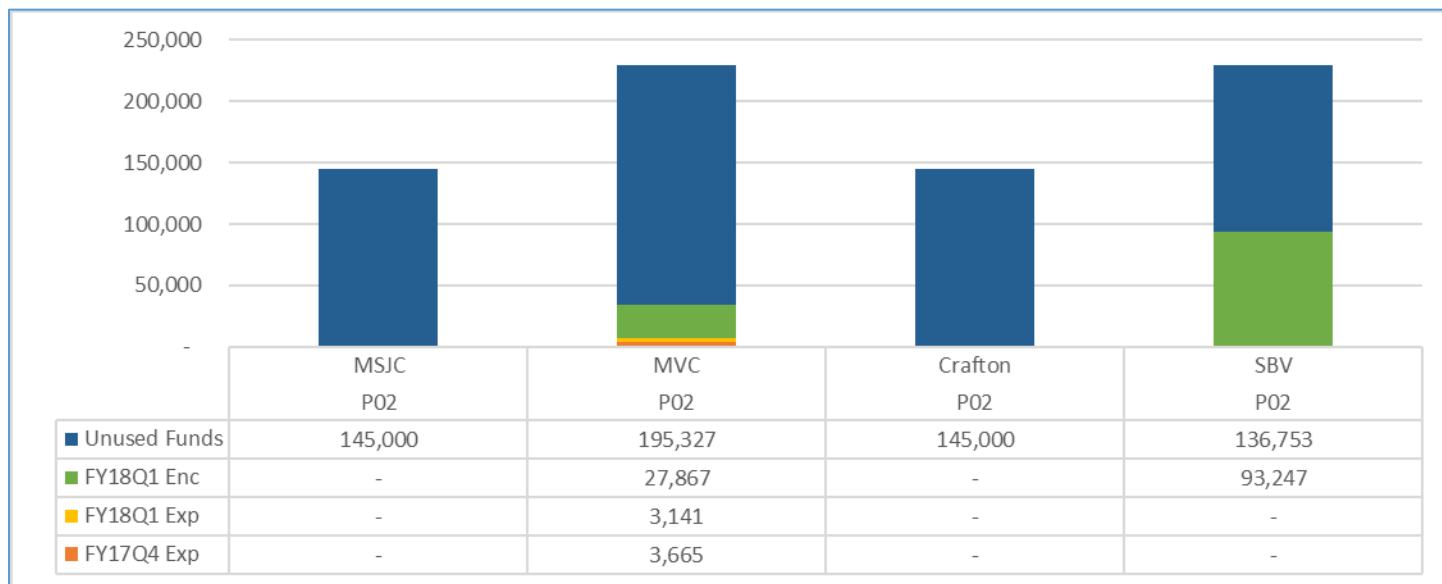
Members of the Strong Workforce Mechatronics initiative have increased their collective focus on the need for apprentices to fill the skills gap in the Inland Empire. The exploration and development of apprenticeship opportunities was originally highlighted in the regional proposal, thus, the revised budget allocates funding to the Apprenticeship Director's salary (after this reporting period) so these activities can be achieved. As part of this regional initiative, the Apprenticeship Director is overseeing activities to establish and expand registered apprenticeship. The budget will partially fund the Apprenticeship Director to ensure apprentices complete their program of study in industrial automation (mechatronics) and are placed in a registered apprenticeship. We are pleased to report that we now have a federally approved Mechatronics Technician Apprenticeship program and we are also in the process of securing approval for a State Apprenticeship program. A formal apprenticeship program was established at Walmart in August of 2017 and the company has already expressed an interest in expanding it.

San Bernardino Valley

The Electrical/Electronics Department's faculty, faculty chair and the Division Dean meet on a regular basis to prioritize and continue implementing the activities as proposed in our project proposal. We also continue to coordinate with Chaffey College (the lead college) to ensure that the new Mechatronic courses that we have developed are aligned with their courses. The two new courses are: Mechatronics I - covers the principles and application of automation as found in a typical manufacturing environment. Topics include the principles, functions and operation of A-B COMPACTLOGIX L16/STUDIO 5000 PLC; control system concepts, machine operator functions, basic component adjustments, pick and place feeding, gauging, sorting & queuing, servo robotic assembly, torqueing, parts storage, electro-hydraulic testing, and multi-station control. And Mechatronics II - covers the principles and application of automation as found in a typical manufacturing environment. Topics include the principles, functions and operation of SIEMENS S7300; control systems concepts, machine operator functions, basic component adjustments, pick and place feeding, gauging, sorting and queuing, servo robotic assembly, torqueing, parts storage, electro-hydraulic testing, and multi-station control. Both courses have been submitted to SBVC's Curriculum Committee and are currently being reviewed. We also continue to

actively participate in our regional consortium meetings as well as collaborating with other community colleges involved in this regional project. Although our budget report indicates that no funds have been spent yet, non-instructional salaries and benefits have already been incurred by our faculty for this reporting period in the development of the new Mechatronic courses. The expenditures will be reflected in our next quarterly report. The remaining funds will be used to purchase some of the Amatrol modular equipment that was proposed by Chaffey College to align with the equipment they have already purchased. However, this purchase was put on hold until the early part of 2018 as we are hoping that this project will be approved for additional funding in Round 2 of the Regional Shares SWP to cover the total cost of approximately \$193,553 to purchase the complete Amatrol equipment as recommended by the lead college for use by our students in this Mechatronics project.

P02: Subregional Business Incubator and Makerspace Proposal



Mt. San Jacinto

Activities/Milestones to Date: activities to date have not incurred expenses during the exploratory phase of the makerspace. Milestones achieved: the district has been identified a location to renovate into a functioning makerspace/incubator. A consultant has been contracted to serve as project director to oversee the implementation of the space as well as development of curriculum certificate pathways. Expenditure/Activities Planned with Timelines: upcoming will be the purchase of supplies and equipment for the makerspace. Meetings with local business partners and salary for the project director will expend the allocated funding.

Moreno Valley

40% of administrative assistant II paid out of this project. Hired on August 16, 2017. Project is currently underspent due to the time it takes to get contracts and bids done for the work. Waiting to purchase the equipment until we are closer to having the space completed. There is very little storage space at the college. Once the building is moving forward, spending should move very quickly. In addition, we will move forward with using the mobile maker space as a resource for this project. It may be shared with the other colleges while they are working on creating their spaces.

Crafton Hills

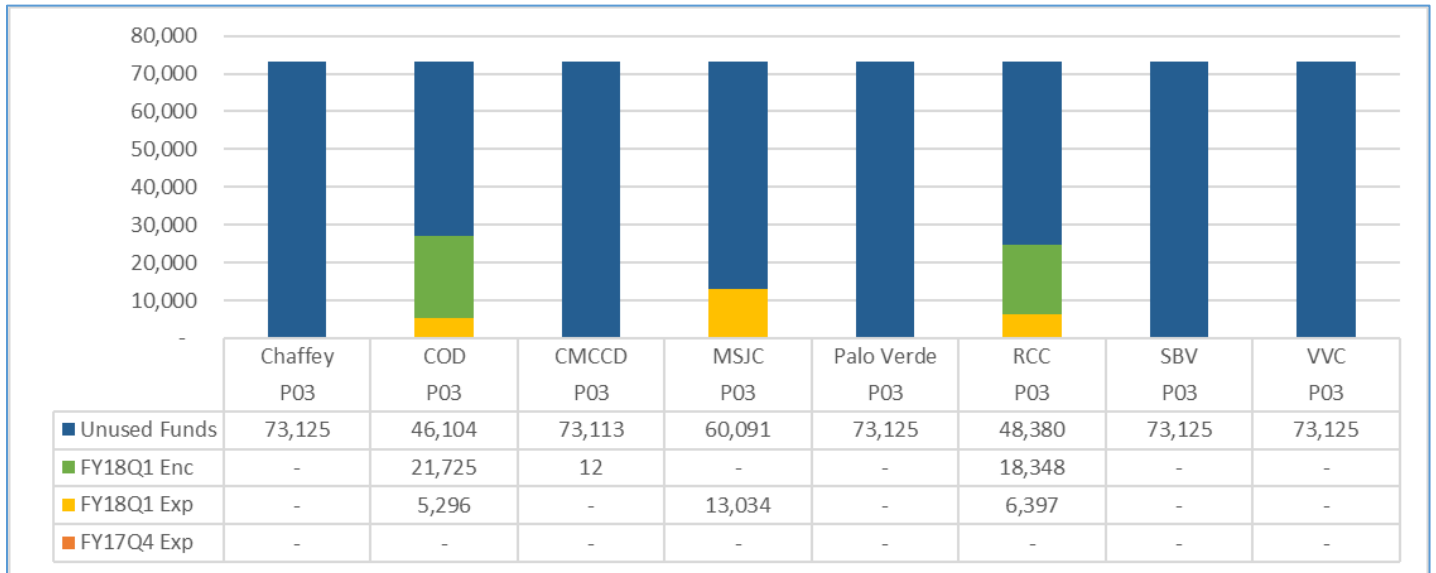
The process for hiring was delayed. Expenditures for this project occurred after the reporting period.

San Bernardino Valley

Equipment purchase to support the Computer Information Technology (CIT) department lab has been initiated and encumbered. Noncredit curriculum is being developed to create a free pathway to credit CIT/CS courses/certificates/degrees. The noncredit certificates will be the foundation for the CIT/CS department to engage the community in computer activities in the makerspace. They include robotics, network administration, coding, gaming and

more. The Machinist Technology faculty is creating a noncredit certificate in support of the new CNC Router that will be purchased. Continued meetings with the faculty and administrators are being conducted to continue the planning and implementation of the proposed activities. Budget expenditures is at 40.5% but remaining funds have already been allocated to purchase additional equipment in the early part of next year that will be used to support our project.

P03: Placement and Clinical Site Coordination



Chaffey

The LVN and CAN programs have identified an individual to hire for this position and have collaborated on what goals and outcomes are needed. The job description has been completed and forwarded to human resources. Upon approval, the position will be posted and after 10 days, we will interview any candidates. The estimated date for the candidate to start working is November 30, 2017, or sooner.

College of the Desert

College of the Desert hired a NPCSC Coordinator in September, 2018 as planned. The Coordinator is working on regional projects.

Copper Mountain

Copper Mountain College [CMC] did not hire a separate faculty or staff member to specifically handle placement and clinical site coordination. Additional duties relating to these activities were added as supplementary responsibilities to current faculty member duties. The amount of clinical site placement coordination during this fiscal period was limited to mileage to and from a clinical site. After a recent regional meeting, a revised vision for activities and spending was proposed so as to maximize the grant funds in a manner that is most beneficial to CMC in enhancing our site placement and clinical coordination activities.

Mt. San Jacinto

Activities/Milestones to Date: the clinical site placement coordinator has been onboard and very instrumental in securing the clinical site for our A.D.N. Program. In addition to attending meetings with hospital educators to ensure all students and faculty met and adhere to the site requirements; the coordinator has been establishing additional placement sites both in acute and non-acute setting. Expenditure/Activities Planned with Timelines: Upcoming are the regional meetings for all colleges' site placement coordinators to ensure adequate and equitable clinical placement. Additional funds expended as of 11/13/17 for the clinical site placement coordinators' salary and fixed cost was \$5,374. The site coordinator will continue to perform its' duties at \$53.50/hr. NTE 28hs/wk. for the remaining duration of the proposal and will fully expend out the remaining funds.

Palo Verde

The vacancy ad for this position was approved by the BOT on 11/7/17. The search process is anticipated to begin immediately. We anticipate a hire with a start date of early January 2018.

Riverside City

This SWF regional project is being used to fund a .25 FTEF Clinical Coordinator, Stephanie Lowry. The Clinical Coordinator works year round in obtaining these placements. This past semester, when one of our clinical agencies informed us they had to drop 6 of our clinical rotation placements with them, affecting 60 students, the Coordinator was able to work to secure alternate sites to replace the lost rotations.

San Bernardino Valley

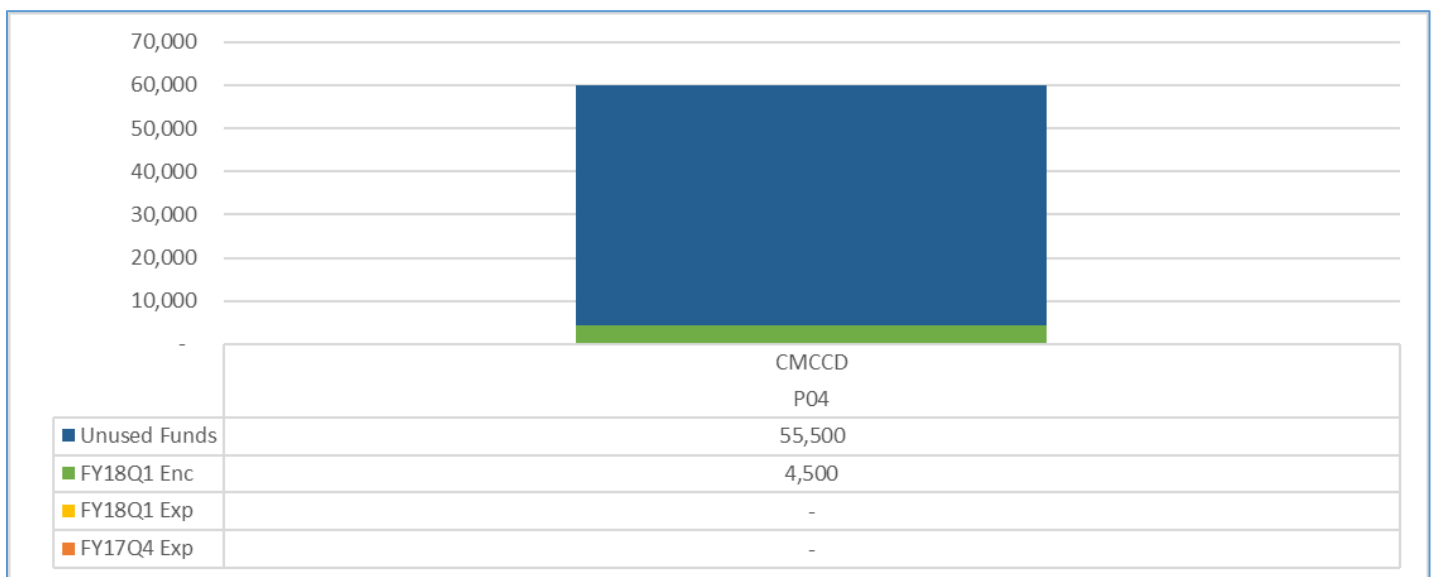
Planning and coordination were conducted and activities are progressing. The Clinical Placement Coordinator was just recently hired and only assumed the position in Fall (September) 2017. Expenditures are below the projected amount as expected due to the delay in the hiring of the Clinical Placement Coordinator who just started this Fall 2017. The delay was caused by internal issues such as budget creation which occurred sometime in September 2017. Hence, at the time of this report, funds have not been expended for the Clinical Placement Coordinator's salaries and benefits.

The remaining funds of \$73,125 dollars will be spent by December 31, 2018 since the Clinical Placement Coordinator is now in place. The total of funds to be used in 2017-2018 Spring and Summer is approximately \$50,000; Fall 2018 Clinical Placement Coordinator budget expenses projection is \$23,125, thereby exhausting all dedicated funds for this project for the Clinical Placement Coordinator.

Victor Valley

We are working diligently with the nursing director to get additional Clinical Coordinators hired to start expending the funds. We anticipate being able to hire at least two additional Coordinators to start working ASAP. We anticipate spending all funds by the end of the funding cycle.

P04: Tractor Trailer Operator Feasibility Study

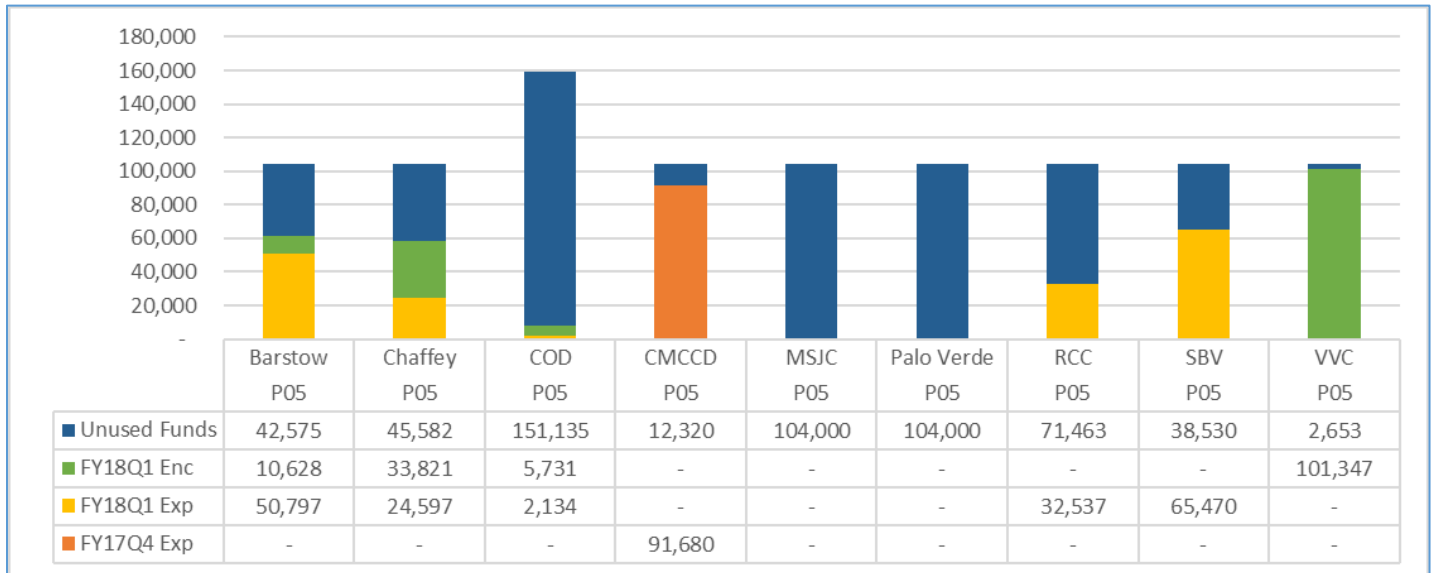


Copper Mountain

As highlighted in the previous report, the identification of a contractor to complete the feasibility study took longer than expected. This delay resulted in a revision of the original completion timeline. To date, \$4500 has been expended and invoiced to the District. CMC is in receipt of a comprehensive competitive analysis of private tractor-trailer programs within the region. The expected completion date and delivery of the entire feasibility study is June 2018. Additional items within the timeline for the contractor are as follows. January to May 2018: Host advisory committee and gain

industry insight; Obtain sample curriculum; Identify infrastructure, facility, and personnel requirements for a T.T.O. program; Develop cost analysis and sample total cost of ownership outlines based on current industry standard training and certificates; Develop a benefit analysis for region in terms of FTES. June 2018: Deliver completed feasibility study and presentation to Region 9 CTE Deans and Stakeholders.

P05: Updating Automotive Labs – Electric Vehicle (EV) & Hybrid Instruction



Barstow

Our project goals remain substantially the same as proposed, and we are progressing as projected in the project workplan. We are currently working with instructors to purchase needed equipment for EV/Hybrid. We may determine that we have what we need for these classes and decide to purchase Diesel equipment, if allowed.

Chaffey

In the summer/fall of 2017, our automotive department purchased two new vehicles using SWP funding. The vehicles purchased included a 2017 Toyota Prius and a 2017 Chevrolet Volt. Both vehicles were used for instruction purposes in the Fall of 2017 hybrid course to enhance the course and keep it current with today's hybrid technology. Remaining funding is targeted to be used to purchase special factory tools required to work on these specific vehicles, factory supported information resources and equipment to enhance the program as a whole to keep it current with new technology.

College of the Desert

Completed new curriculum in Electric/hybrid/Hydrogen; purchased a vehicle which will invoice in November; purchased scan tools and parts. Plan to offer new Electric/Hybrid/Hydrogen course and certificate beginning Spring 2018 if curriculum clears state approval process. Larry McLaughlin has also contracted with a trainer and is offering EV and Hybrid training workshops on November 17 -19; trainer will be paid after workshops in November. Spending is on target with \$41,000 for vehicle and \$25,000 for trainer encumbered in November, 2017.

Copper Mountain

Copper Mountain College has completed the purchase of a new hybrid vehicle, a new electric vehicle, and associated training equipment. Instructional faculty have also completed the curriculum development of a new hybrid and electric vehicle course. Expenditures are on target for this plan.

Mt. San Jacinto

Activities/Milestones to Date: Curriculum for an introductory Hybrid and Electric Vehicles course, AUME 084, has been written and is currently working its way through the approval process. The vehicles and related equipment required for

the course have been identified. We need a hybrid vehicle and an electric vehicle; we are going to purchase a Toyota Prius and a Chevrolet Bolt. The procurement process of obtaining three quotes required by purchasing for the Toyota Prius has been completed. It was requested by DSN Mr. McLaughlin to hold off buying the Chevrolet Bolt until the new model year is introduced, and this typically occurs during the first week of September. Three dealers have already contacted about this and they have all agreed to contact me when the car can be purchased. Expenditure/Activities Planned with Timelines: As of 11/13/17- \$91,923.00 has been expended for the purchase of the vehicles and instructional supplies. Of the remaining funds, the project will require that we purchase some specialized test equipment. For example, the Toyota Prius requires the use of a factory level scan tool called a TechStream in order to do any work on it. The department staff have identified the necessary equipment and are obtaining price quotes. The anticipated funds will be expended during the 3rd quarter.

Palo Verde

The faculty member coordinating implementation has developed an approved plan for updating the automotive lab. The work is ongoing.

Riverside City

One of the hybrid vehicles was purchased, and the second vehicle will be purchased after December as the new model serves the needs of this project in a more effective fashion. Additional training is taking place and additional equipment will be purchased at the beginning of the new year. Curriculum is being finalized and instruction is anticipated in the spring.

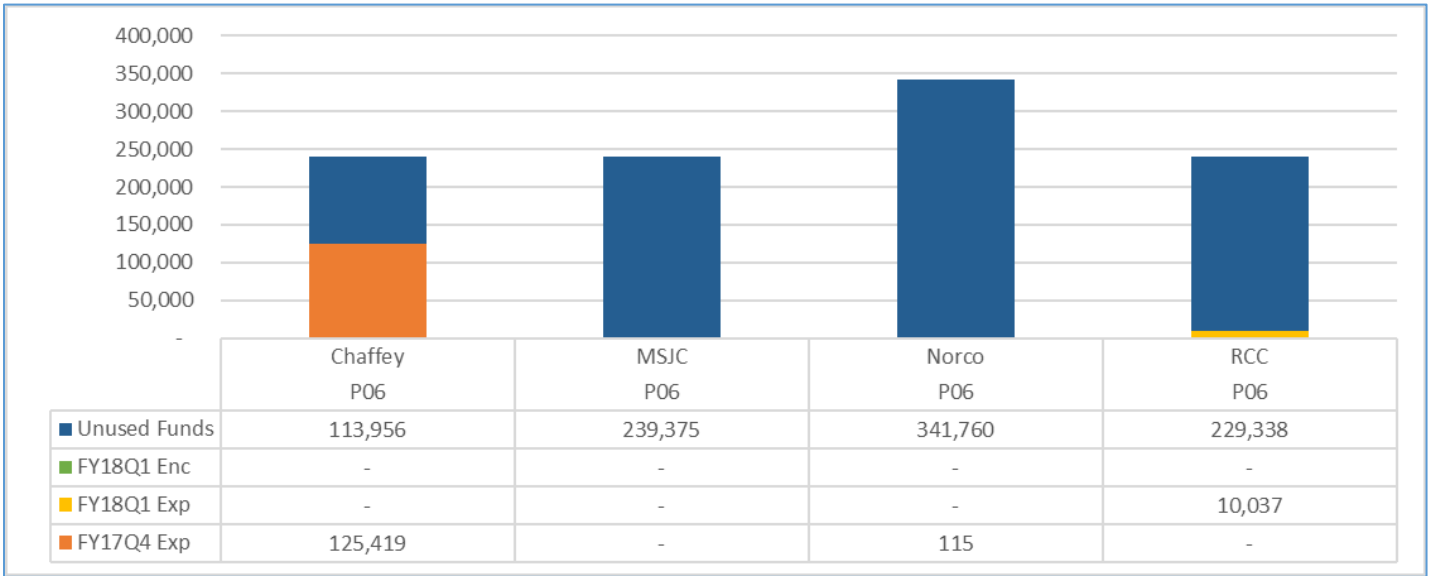
San Bernardino Valley

The Automotive Department faculty and faculty chair in collaboration with the Division Dean continue to actively participate in regional meetings relevant to this project. Course alignments have been discussed and the development of the hybrid program and the associated courses have already been completed and submitted for review and approval through our curriculum process. Two hybrid cars, a 2017 Toyota Prius and a 2017 Chevrolet Volt, were purchased and are currently being used to promote the new hybrid program for the department. We will continue to collaborate with other community colleges in this regional effort in the performance and implementation of the activities we proposed for this project. The remaining funds will be used for professional development of faculty, non-instructional salaries and benefits and other miscellaneous items such as tools that will be used in this program.

Victor Valley

VVC Automotive was able to purchase three electric/hybrid vehicles with the amount allocated by working with the dealerships to get educational discounts. We hosted a 40 hour Alternative Propulsion Training Course for our faculty and representatives from the Inland Desert Regional Consortium.

P06: Regional, Accelerated, Career, and Employment Program



Chaffey

Chaffey College has made measurable progress in goals and objectives on the ACE project. Program and curriculum planning is complete with the input of management, faculty, and industry partners. Welding training classes are expected to begin in January- we planned for classes to begin in October, but had to push back the start date to allow more time to recruit additional students for the class. Non-instructional supplies were purchased to support the program, and instructional costs have been encumbered under personal services for our trainer. One barrier that we have encountered is recruiting students for a program that is new to InTech so that we have enough students to launch our first cohort.

Mt. San Jacinto

Activities/Milestones to Date: The job description for the Director of Career and Workforce Program has been finalized and board approved. This position will provide administrative oversight to the ACE Program. The position is currently being recruited with an onboarding of 4-6 weeks. Other activities that have occurred include faculty and industry partner meetings to identify the CTE programs best for the ACE model. Thru a collaborative process, CDE and AUME are the two programs to pilot the ACE program. CTE Counselors have identified the sequence of courses best suited for the ACE career pathways. In addition, computer equipment and other office supplies have been ordered; as well as meetings conducted to develop advertising materials. Expenditure/Activities Planned with Timelines: With the onboarding of the Director, salary& fixed cost with be expended. In addition, expenditures to support the program via advertising, meetings, supplies and materials.

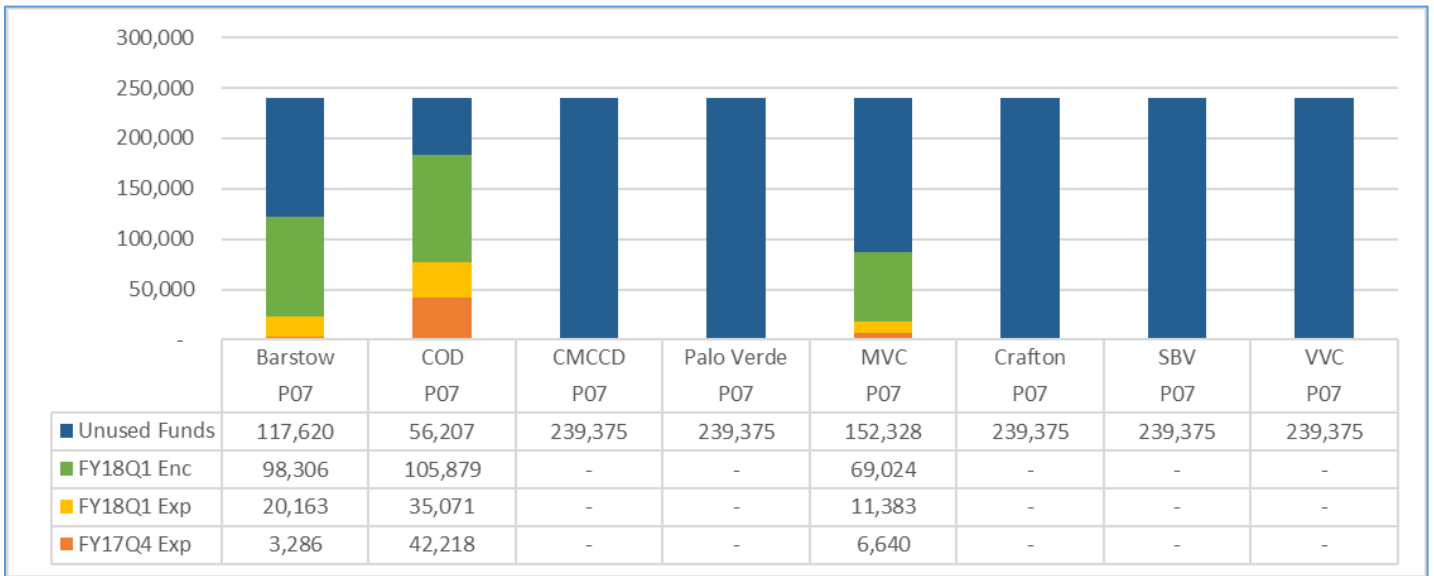
Norco

With this funding Norco College has continued to offer its accelerated program in Industrial Automation, with the most recent cohort beginning in August of 2017. This term we also began to offer an accelerated program in Business Information Worker. CTE Project Director Jesse Lopez continues to make presentations at regional and state conferences/meetings to share best practices with other colleges in hopes that they will also want to establish an accelerated program.

Riverside City

The ACE director position will not be filled in a timely fashion; therefore, the dollars associated with the director will be transferred to consultants. Multiple consultants will be hired to meet metrics of this project. Travel is taking place during the spring and summer, and supplies are being ordered to support the marketing of these new accelerated programs. Faculty have developed and implemented 2 new programs into the Accelerated model, and students are connecting with the Job Placement Coordinator for jobs. Additional salary for the job placement coordinator will be expended to this project. The original amount expended to this project was too low.

P07: Regional and District Job Developers Proposal



Barstow

Our project goals remain substantially the same as proposed, and we are progressing as projected in the project workplan. We have not been able to hire a Job Placement Specialist but are working on a reorganization of staff duties to allow us to use current staff and to hire a range 15 Project Technician. Our projected date is 1/1/18. We have not determined which reference books we will need. We are currently working on this. No job placement activities have been conducted as we did not hire a Job Placement Specialist yet. We will probably be requesting a budget change since we do not anticipate spending all these funds on travel expenses. We currently have no plan to spend our “other” allocated funds of \$14,375.

College of the Desert

This project is on target and all funds will be expended by December 2018. The job Developer, together with Work Experience and intern coordinators, have doubled enrollments in work experience/internship classes; have greatly increased job postings in our job hub system; held two directed career fairs in Hospitality and in Health Careers with 5 Hospitality students hired on the spot; continue building stronger relationships with local business.

Copper Mountain

During the Fall 2017 semester, the institution engaged in a recruitment/hiring search for a qualified job developer. In October 2017 a candidate was selected and accepted the position. The job developer will work part-time until January 1, 2018, at which point he will begin full-time employment with CMC. Due to the delay in hiring a job developer, CMC has not expended funds as expected. This may require a revision of the original budget for this position so as to meet the expenditure deadline of December 31, 2018.

Palo Verde

With approval from the DSN, this position has been combined with the Nursing Clinical Site Coordinator role. The vacancy ad for this position was approved by the BOT on 11/7/17. The search process is anticipated to begin immediately. We anticipate a hire with a start date of early January 2018.

Moreno Valley

Hiring process was completed for the full-time employment placement coordinator and 40% of the administrative assistant to support the regional strong workforce projects. Employment Placement Coordinator start date was August 21, 2017 and the Administrative Assistant II start date was August 16, 2017. Since being hired, the employment placement coordinator has made three new business contacts and identified 21 new advisory committee members. He has also identified five employers willing to provide internship opportunities and eight locations for employment opportunities.

Crafton Hills

The process for hiring was delayed. Expenditures for this project occurred after the reporting period.

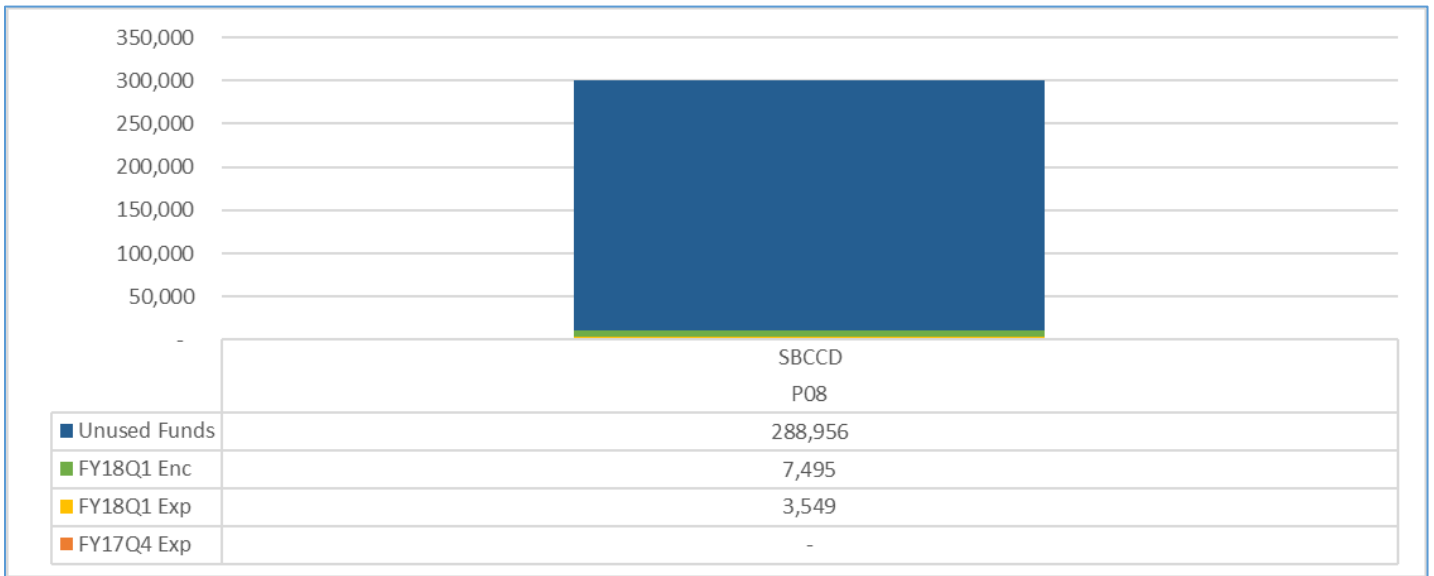
San Bernardino Valley

As previously reported, there was a substantial delay in the initial implementation of this project but we are now back on-track in meeting our timelines. Activities that have occurred for this reporting period included the faculty and staff in the Applied Technology Division discussing plans on how we will expand our work experience course offerings in supporting this project. We have also collaborated with other departments at our college (such as HR, CalWORKS) to assist us by providing our CTE students employer leads or referrals for jobs. We engaged our industry and employer partners including members of the Program Advisory Committees to provide paid or non-paid internship opportunities for our CTE students. Beginning the 1st quarter of 2018, we will plan and schedule a job or career fair event and we will hold a similar event every quarter thereafter. We will also conduct several workshops for CTE students in developing job readiness, employability and soft skills. Field trips to employer's sites and job shadowing in addition to the internships or work experience opportunities will also be arranged. All these activities are intended to be implemented beginning in January of 2018. The project's expenditures as projected were not met for this reporting period. There were no funds used up to this time as all the costs associated with the activities performed were leveraged from other grant funding sources. However, the unspent funds will be fully utilized beginning this 4th quarter to: 1) pay for the new Job Developer's salary and benefits (said position was just recently approved and the hiring process is currently in-progress. We expect to have the position filled sometime in January 2018); 2) pay for the salary and benefits of the temporary 20 - 40 hours per week Professional Expert (Program Assistant) who was hired in October 2017 to provide clerical and other related support to the Division Dean and to the new Job Developer in the performance of the planned activities stated above towards the attainment of the desired outcomes for this project; 3) professional development for faculty and staff; and, 4) cover the associated costs to plan, schedule and conduct job or career fairs, workshops and other events relevant to this project.

Victor Valley

We have faced setbacks with turnover in staff managing Strong Workforce. We have now established a more permanent solution with personnel and are moving forward with this position. It has been approved by our Cabinet and will develop a job description and fill the position within the next few months.

P08: Regional/Sub-regional CTE Advisory Program – Pilot Project



San Bernardino CCD

Significant progress has been made with the IEDRC (Inland Empire/Desert Regional Consortium) Strong Workforce Program, Regional CTE Advisory Project. After hiring a Project Director and convening a planning committee, an innovative meeting format was developed and marketing materials were created. Planning partnerships and contracts have been formalized with Inland Empire Economic Program (IEEP), and Colton, Rialto, Yucaipa Regional Occupational Program (CRY-ROP). Our collective goal is to develop networking “communities” within each sector; to “set the stage” for continuous, ongoing partnerships, leading to updated curriculum; and to meet industry demands by providing a relevant, highly-skilled workforce within the “community”. The first Regional CTE Advisory Committee meeting was held on Friday, October 13, 2017, for the Digital Media sector. The meeting was held at Mind & Mill in downtown Riverside. Mind & Mill is a marketing firm, cowork, and art gallery. This venue proved to be an excellent space for the Digital Media meeting.

Outcome for Regional CTE Advisory “Community” for Digital Media:

- Approximately 100 people were in attendance.
- Attendees represented a well-balanced cross-section of high school faculty, community college faculty, and industry professionals.
- 8 out of 12 community colleges were represented.
- Meeting was “live-streamed” on Facebook.
- Reported to be very successful by numerous attendees!

IEDRC Advisory format includes:

- Meeting to be held at a business/industry work place correlating with each sector; venue must accommodate 100 people, including space for small group discussions.
- Labor Market Information, presented by Centers of Excellence (Riverside/San Bernardino)
- Industry Panel with experts in a variety of sub-sectors.
- Pre-determined moderated questions, moderated by IEEP’s President & CEO.
- Audience of high school and community college faculty & additional industry partners.
- Networking.
- Pre-determined small group discussions, in sub-sector areas, as represented by attending faculty and industry partners
- Moderated questions for educators. Note-takers within each small group, covering: review of educational standards and curriculum; general program information; equipment and programs used; student/school needs & goals.
- Discussion of new industry standards; programs and equipment currently being utilized; employment and training needs; internship programs, etc.
- Lunch & Networking
- Post-advisory meeting:
- Linked-in Groups will be utilized for each sector in order to encourage on-going communication, curriculum review meetings, sharing of information and resources, etc.
- The advisory planning team will provide continuous contact with each “community” developed.

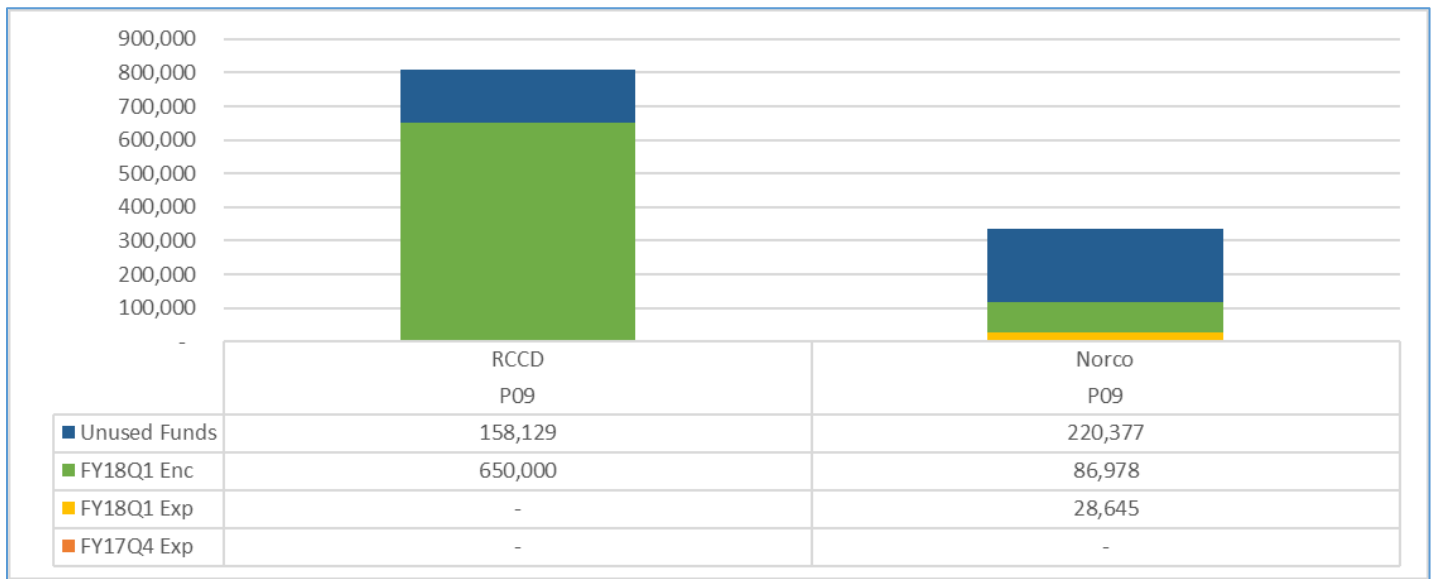
Regional CTE Advisory Community dates are being determined for the following sectors: Advanced Transportation; Information, Communication, and Technology (ICT); and Small Business & Entrepreneurship.

Some budget expenditures have not been accounted for in this report, due to delayed processing of contracts. Pending expenses that will either be encumbered or expensed in the next quarter include:

2000 - \$1,845.00, 3000 - \$424.91, 4000 - \$215.50, 5000 - \$74,420.63*, Total: \$76,906.04

*Pending contracts include Linnie F Bailey \$8,000; \$IEEP \$60,000; \$CRYROP \$4,000

P09: Regional Marketing & Outreach



Riverside CCD & Norco

In the time period of July 1st - September 30th, a project director was brought on board to manage the IEDRC Marketing and Rebranding effort. The marketing firm Interact was selected by the marketing committee to develop the brand and campaign messaging strategy. The Internal research was completed in Sept and included meetings with the marketing committee and project director to identify and discuss issues to which the plan must respond, focus groups were completed with stakeholders including, High School Students, Parents of High School Students, Business & Industry (General), Donors/VIPs, and Working Adults &/or Current Students, and surveys were sent to internal community college stakeholders. The project director began meeting with college PIO's. Expenditures are on track as was submitted in the budget.