



PLANNING AND ORGANIZATIONAL EFFECTIVENESS COMMITTEE
POE is the district-level planning and accreditation oversight and coordinating committee that makes recommendations to District

MINUTES

Wednesday, March 26, 2025, 3:30 pm – 5:00 pm

I. CALL TO ORDER

Mr. Perez called the meeting to order at 3:36 pm.

Dr. Maria Aguilar Beltran • Litzy Chevez • Claire Coyne • Omar Hernandez • Tara Kubicka-Miller • Dr. Daniel Martinez • Veronica Munoz • Adam O'Connor • Dr. Jason Parks • Enrique Perez • Nga Pham • Craig Rutan

Guests: Dr. Annabelle Nery and Iris Ingram

Patricia Duenez present as record keeper.

II. *APPROVAL OF MINUTES – Action

a. February 26, 2025, regular meeting

It was moved by Mr. Rutan; seconded by Ms. Kubicka-Miller and carried with abstentions from Dr. Martinez and Ms. Pham to approve the February 26, 2025, minutes. Dr. Parks was not present for the vote.

III. DISTRICT COUNCIL - Information

a. Previous meeting: Monday, March 3, 2025

b. Next meeting: Monday, April 21, 2025

IV. *PROPOSED CHANGES TO PLANNING DESIGN MANUAL – FIRST READING - Information / Action

Mr. Perez shared screen of updated file and clarified proposed changes are a first reading only, no action will be taken. A second reading/deep dive will be made at the April meeting; a vote will be taken at the May meeting. Intent of proposed changes is for planning to drive the budgeting process.

Discussion ensued and clarity was provided on proposed changes.

Members were encouraged to forward Ms. Duenez suggested edits to Planning Manual with a copy to himself and Ms. Coyne. Mr. Perez and Ms. Coyne are scheduled to meet two weeks prior to next POE meetings to discuss the agenda.

Ms. Duenez will forward updated file to members.

V. *GRANT DEVELOPMENT SCHEDULE – Information

a. New Resource Development Initiatives

VI. OTHER

The next meeting will be held on Wednesday, April 23, 2025.

Mr. Perez called the meeting adjourned at 4:20 pm.

Minutes approved: April 23, 2025

POE COMMITTEE MEMBERS:

Dr. Maria Aguilar Beltran • Matthew Beyersdorf • Litzy Chevez • Claire Coyne • Omar Hernandez • Tara Kubicka-Miller • Dr. Daniel Martinez • Veronica Munoz • Adam O'Connor • Dr. Jason Parks • Enrique Perez • Nga Pham • Roxana Pleitez • Craig Rutan