

# Ventura College Medical Assistant Advisory Committee

## Meeting Minutes May 1, 2025 @ 12:30 PM

Present: See Welcome & Introduction (Faculty and Industry Guests)

Recorder: Crystal Kallik

Agenda Item	Summary of Discussion	Action (If required)	Assigned to
<b>Welcome &amp; Introduction</b>	<b>Faculty and Industry Guests</b> <ul style="list-style-type: none"> <li>Alyssa Leon, Talent Specialist Clinicas del Camino Real</li> <li>Espy Gonzalez, Clinic Manager Westminster Free Clinic</li> <li>Farrah Medrano, Talent Acquisition Lead Santa Barbara County Health Department</li> <li>Dr. Gregory Anderson, VP of Academic Affairs</li> <li>Valerie Stewart, Business Department Chair elect</li> <li>Catinca Madrazo, Medical Assisting Faculty</li> <li>Crystal Kallik, Business Department Chair</li> <li>Nicole Falco, Business and Medical Assisting Faculty</li> <li>Fernando Hernandez, Spanish Faculty</li> </ul>		
<b>Information Items</b>			
	<b>Welcome and Introductions</b> <ul style="list-style-type: none"> <li>Industry partner introductions</li> <li>Review of faculty</li> </ul>		C. Madrazo
	<b>Purpose of Advisory Meetings</b> <ul style="list-style-type: none"> <li>Importance</li> <li>Gratitude for participation and feedback</li> </ul>		G. Anderson
	<b>Overview of Programs</b> <ul style="list-style-type: none"> <li>Administrative compared with Multiskilled learning pathways</li> <li>Degree versus Certificate requirements</li> <li>Reducing student barriers: splitting into smaller courses, different modalities, East Campus and Ventura Campus locations</li> </ul> <b>CACMA Preparation:</b> <ul style="list-style-type: none"> <li>New exam and requirements launched in 2023</li> <li>Free exam prep course offered to students May/December</li> </ul> <b>New Medical Spanish Courses:</b> <ul style="list-style-type: none"> <li>Spanish for Medical Interpreting SPAN V60</li> <li>Spanish for Medical Personnel SPAN V70</li> <li>Certificate program available, Fall 25 also offering as non-credit</li> <li>Accept dual-enrollment HS students</li> </ul>		N. Falco C. Madrazo F Hernandez

	<b>Clinical Internships</b> <ul style="list-style-type: none"> <li>• Relaunched Summer 2024, cohorts again in Fall 24, Spring 25, Summer 25 and ongoing</li> <li>• Coordinate with Raquel de Los Santos at Career Center</li> <li>• In need of more hosts for both front and back-office options</li> <li>• 55 hours = 1 Unit (updated Fall 25)</li> </ul> <b>VC HOSA Club Update</b> <ul style="list-style-type: none"> <li>• Official Chapter started Fall 2024</li> <li>• Spark of Love Toy Drive, Breast Cancer Awareness, Red Cross Wildfire Fundraising Drive</li> </ul>		
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<b>Roundtable Discussion</b>	<ol style="list-style-type: none"> <li><b>1. What is your employee recruitment and retention situation?</b></li> <li><b>2. What does your organization need from students in the MA program?</b></li> <li><b>3. Feedback on program and/or curriculum updates presented as Informational Items.</b></li> </ol> <p><i>Farrah Madrano, Talent Acquisition Lead Santa Barbara County Health Department</i></p> <ul style="list-style-type: none"> <li>• Need for Mixteco language in North counties, employee stipends for multiple language fluency</li> <li>• Using mextico.org as a resource to translate written materials</li> <li>• 5 facilities across the county – 1 in Carpinteria, 2 in SB, 1 Lompoc and 2 Santa Maria</li> <li>• Bilingual not required but strongly encouraged</li> <li>• Lots of turnover</li> <li>• Want MA to have a specialty, need for unhoused care</li> <li>• Launching a new internship process with application, contract, lots of flexibility for as few as 4 weeks, unpaid – takes about 1 month to start</li> </ul> <p><i>Alyssa Leon, Talent Specialist Clinicas</i></p> <ul style="list-style-type: none"> <li>• The internship process is streamlined, we tend to retain them</li> <li>• More MA openings due to adding more providers (2 MA per provider)</li> <li>• Require employees to be bilingual</li> <li>• Feedback on what students want from future employers</li> </ul> <p><i>Espy Gonzalez – Clinic Manager Westminster Free Clinic</i></p> <ul style="list-style-type: none"> <li>• Need for Mixteco and other indigenous language courses in the future</li> </ul>		C. Madrazo N. Falco

	<ul style="list-style-type: none"> <li>• Thousand Oaks, Oxnard, and Santa Paula locations</li> <li>• Need Santa Paula MA volunteers, willing to discuss partnership for possible MA internships at Santa Paula location.</li> <li>• Partnering with two university nursing programs</li> <li>• Students need to accurately identify abnormal vital signs, glucose levels, etc. to prevent clinic liability and ensure patient safety</li> </ul>		
<b>Adjourn –</b>	1:22 PM		