



**CAEP Public Meeting Minutes**

**Date: April 22, 2021**

**Time: 3:00 pm**

**Zoom: Meeting ID 946 8691 2354**

Meeting availability at both regional consortium locations via Zoom **ID 946 8691 2354**

- Allan Hancock College, 800 S. College Drive, Santa Maria, CA93455
- Lompoc Adult School and Career Center 320 North J Street, Lompoc, CA93436

**Northern Santa Barbara County Adult Education Programs Consortium**

Board Members: Dr. Sofia Ramirez Gelpi (AHC), Margaret Lau (AHC), Elaine Webber (LUSD), Brian Jaramillo (LUSD)

Meeting Chair: Dr. Sofia Ramirez Gelpi

**1. Call to Order**

Dr. Sofia Ramirez Gelpi called the meeting to order at 3:00 p.m.

**2. Roll called with the following members present: Lau, Webber, Jaramillo, Ramirez Gelpi.**

All present: Quorum established; Absent: none

**3. On a motion by Webber, seconded by Lau the board approved the agenda.**

Roll call vote: Ayes: Lau, Webber, Jaramillo, Ramirez Gelpi. Noes: Abstentions: none.

**On a motion by Webber, seconded by Lau, presentations were moved to the end of the meeting.**

Roll call vote: Ayes: Lau, Webber, Jaramillo, Ramirez Gelpi. Noes: none; Abstentions: none

**4. On a motion Lau, seconded by Webber, the minutes of February 25, 2021, meeting were approved.**

Roll call vote: Ayes: Lau, Webber, Jaramillo. Abstentions: Ramirez Gelpi.

**5. Guest Presentations**

5.1 Full Capacity Marketing presented its work for the consortium to date.

**6. Public Comment and Entity Comment**

No Public Comment

**7. Presentations/Oral Reports**

**7.1. Member reports: LASCC provided a program report.**

**8. Action Items**

**8.1. On a motion from Ramirez Gelpi, seconded by Webber, board approved the Consortium Fiscal Administration Declarations (CFAD) for 2021-2022 as presented.** Roll call vote: Ayes: Lau, Webber, Jaramillo, Ramirez Gelpi. Noes: Abstentions: none.

**8.2. On a motion from Ramirez Gelpi, seconded by Webber, the board approved future increases or decreases to the Consortium's 2021-2022 AEBG CAEP funding, pursuant to state budget revisions and requirements.**

Roll call vote: Ayes: Lau, Webber, Jaramillo, Ramirez Gelpi. Noes: Abstentions: none.

**9. Discussion/Information**

**9.1.** Three-Year Plan Status was discussed.

**9.2.** AB 1491 Adult Education proposed legislation for carryover funding was discussed.

**10. New Business**

**10.1.** Consortium name was discussed and tabled for future meetings.

**11. Old Business - None**

**12. Adjournment 3:22 end**

The next regular meeting of the consortium board will be held on Thursday, June 24, 2021.

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## **Proposed Bi-Monthly Meeting Schedule aligned with CAEP Deadlines**

**February 2021 (Consortium Regular Meeting February 25, 3-4:30PM)**

**April 2021 (Consortium Regular Meeting April 22, 3-4:30PM)**

**June 2021 (Consortium Regular Meeting June 24, 3-4:30PM)**

### **Calendar of Events/Due Dates**

April 2021

- Apr 30: Student Data due in TOPSPro (Q3)

May 2021

- May 2: CFAD for 2021-22 due in NOVA

June 2021

- Jun 1: 19/20 and 20/21 Member Expense Report due in NOVA (Q3)
- Jun 30: 19/20 and 20/21 Member Expense Report certified by Consortia in NOVA (Q3)
- Jun 30: End of Q4