



Special Meeting Agenda

Date: June 23, 2022 Time: 3:00 p.m.

Zoom Meeting ID: 946 8691 2354

Available with both regional members via Zoom ID 946 8691 2354

<https://hancockcollege.zoom.us/j/94686912354>

Allan Hancock College, 800 S. College Drive, Santa Maria, CA 93455

Lompoc Adult School and Career Center 320 North J Street, Lompoc, CA 93436

Allan Hancock and Lompoc Unified Adult Education 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
2. Roll Call & Establishment of Quorum
3. Approval of Agenda as Presented
4. Public Comment

This section of the Special Meeting Agenda is intended for members of the public to address the board on items appearing on this Special Meeting Agenda. Speakers are asked to limit their remarks to a maximum of three minutes and are encouraged to submit comments 48 hours in advance in writing, which shall be made available at the start of the meeting. Board members may or may not respond to public comment.

5. Action Items

5.1 Resolution – AB 361 Flexibility for Remote Open Meetings

A recommendation that the Board adopt Resolution AB 361 for Remote Open Meetings to continue to meet virtually. Assembly Bill 361 provides local agencies with the ability to meet remotely during proclaimed state emergencies under modified Brown Act requirements. Without the adoption of the Resolution every 30 days, Consortium meetings revert to original Brown Act requirements and must offer public access to all physical locations where board members are gathered. ([Attachment A](#))

5.2 20/21 and 21/22 Member Expense Report Certified in NOVA Q3

A recommendation that the consortium board approve certification of the 20/21 and 21/22 Member Expense Report Q3 (Consortium certification due by June 30, 2022.) Both members of the consortium are still spending 20/21 funds. The deadline to fully expend these funds is 1/23 although extension through 3/23 is allowable. Ours is one of a handful of consortia that are still trying to spend down the 20/21 funds. Reduced student enrollment, inability to fill all staff positions, and shortage of resources have contributed to the limited ability to spend carryover. ([Attachment B](#))

6. Information Item: Marketing Project - Santa Barbara County Adult Education Promotional Magazine

The member agencies of the consortium are working together to obtain a design for a county-wide mail publication/magazine, highlighting outcomes that can be achieved through adult education.

- LUSD/LASCC is in the process of approving a \$14,000 contract with Graduate Communications for the layout/design of the magazine.
- Santa Barbara City College Consortium has indicated interest in joining with our consortium on this project to achieve an effective county-wide marketing distribution.
- Member agencies will collaborate beginning in July 2022, to achieve a desirable design.
- Member agencies will later draft MOU's to reflect shared costs of the project once print and mail expenses have been determined and subsequently obtained through LUSD/LASCC.

7. Adjournment

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact Marina Washburn at (805-922-6966 x 3588). Please make requests 48 hours prior to the meeting in order to make reasonable arrangements to ensure accessibility to this meeting.

*Public comment forms are available at the meeting. If you are unable to attend and wish to make public comment, contact Marina Washburn at (805-922-6966 x 3588). The CAEP Consortium Regular Public Meetings are scheduled quarterly.

Zoom Topic: CAEP Meeting ID 946 8691 2354 Meeting URL: <https://cccconfer.zoom.us/j/94686912354>

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ATTACHMENT A: AB 361 RESOLUTION

A RESOLUTION OF THE EXECUTIVE BOARD OF THE ALLAN HANCOCK COLLEGE CONSORTIUM AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE GOVERNING BOARD OF THE CONSORTIUM PURSUANT TO BROWN ACT PROVISIONS.

WHEREAS, the Allan Hancock College Consortium is committed to preserving and nurturing public access and participation in meetings of the Executive Board; and

WHEREAS, all meetings of Allan Hancock College Consortium's legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 — 54963), so that any member of the public may attend, participate, and watch the Consortium's legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the Consortium's boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, an additional condition for meeting remotely is that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, Santa Barbara County Public Health Department recommends social distancing; and

WHEREAS, the Executive Board does hereby find that meeting in-person has caused, and will continue to cause, conditions within the Consortium Region that are likely to be beyond the control of services, personnel, equipment, and facilities of the Consortium, and desires to proclaim a local emergency and ratify the proclamation of state of emergency by the Governor of the State of California; and

WHEREAS, as a consequence of the local emergency, the Executive Board does hereby find that the Allan Hancock College Consortium shall conduct its meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph of subdivision (e) of section 54953; and

WHEREAS, Zoom links have been provided to ensure access for the public.

NOW, THEREFORE, THE EXECUTIVE BOARD OF Allan Hancock College Consortium DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. The Executive Board has reconsidered the circumstances of the state of emergency, and the following conditions exist:

The state of emergency continues to directly impact the ability of the members of the Consortium Board to meet safely in person; and

Local officials continue to impose or recommend measures to promote social distancing.

Section 3. Remote Teleconference Meetings. The Allan Hancock College Consortium is hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act. Meetings experiencing technical interruptions will be terminated and rescheduled.

Section 4. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective for 30 days, or such time the Executive Board adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of the Allan Hancock College Consortium may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the Executive Board of the Allan Hancock College Consortium, this ____ day of 2022, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Sofia Ramirez Gelpi
Chair
Consortium Board

Date

Elaine Webber
Co-Chair
Consortium Board

Date

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ATTACHMENT B: FISCAL REPORTING (Q3)

6/20/22, 6:57 PM

NOVA: California Adult Education Program Fiscal Reporting 01 Allan Hancock College Consortium

Allan Hancock Joint CCD 2021-22 Q3

Submitted by Marina Washburn

Awaiting Approval (Primary Contact)

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Project Budget	Budget Remaining
1000 - Instructional Salaries	\$15,094	\$38,088	39.63%	\$108,822	13.87%	\$93,728
2000 - Non-Instructional Salaries	\$220,102	\$283,725	77.58%	\$810,644	27.15%	\$590,542
3000 - Employee Benefits	\$57,272	\$105,479	54.3%	\$301,369	19%	\$244,097
4000 - Supplies and Materials	\$134,109	\$54,250	247.21%	\$155,000	86.52%	\$20,891
5000 - Other Operating Expenses and Services	\$99,257	\$53,438	185.74%	\$152,679	65.01%	\$53,422
6000 - Capital Outlay	\$113,796	\$63,692	178.67%	\$181,976	62.53%	\$68,180
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$31,980	\$29,769	107.43%	\$85,054	37.6%	\$53,074
Totals	\$671,610	\$628,440	106.87%	\$1,795,544	 37.4%	\$1,123,934

Additional Comments

Not Entered

Lompoc Unified 2021-22 Q3

Submitted by Lompoc Adult School and Career Center Elaine Webber

Awaiting Approval (Primary Contact)

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Project Budget	Budget Remaining
1000 - Instructional Salaries	\$286,026	\$618,215	46.27%	\$835,425	34.24%	\$549,399
2000 - Non-Instructional Salaries	\$75,845	\$175,402	43.24%	\$237,030	32%	\$161,185
3000 - Employee Benefits	\$99,116	\$264,232	37.51%	\$357,070	27.76%	\$257,954
4000 - Supplies and Materials	\$51,459	\$103,495	49.72%	\$139,858	36.79%	\$88,399
5000 - Other Operating Expenses and Services	\$117,932	\$162,388	72.62%	\$219,443	53.74%	\$101,511
6000 - Capital Outlay	\$0	\$21,178	0%	\$28,619	0%	\$28,619
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$31,519	\$67,245	46.87%	\$90,872	34.69%	\$59,353
Totals	\$661,897	\$1,412,155	46.87%	\$1,908,317	34.68%	\$1,246,420

Additional Comments

Not Entered



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