



**CAEP Meeting MINUTES**

**Date: September 28, 2023**

**Time: 3:30 p.m.**

**Zoom Meeting ID: 896 1232 8605**

**Passcode: 141103**

The meeting will be available for both regional consortium locations via **Zoom and at the following physical locations for each member agency:**

<https://lompocschools.zoom.us/j/89612328605?pwd=WmFwMGVINWE1VGtHRGUxME8xODJvZz09>

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

Lompoc Adult School and Career Center 1301 North A Street, Lompoc, CA 93436

**Allan Hancock and Lompoc Unified Adult Education Consortium**

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

Meeting Chair: Dr. Sofia Ramirez Gelpi

**1. Call to Order**

The meeting was called to order at 3:30 p.m.

**2. Roll Call & Establishment of Quorum**

Roll called with the following members present: Lamica, Webber, Ramirez Gelpi. Jaramillo absent. Quorum established.

**3. Approval of Agenda**

On a motion by Lamica seconded by Webber the board approved the agenda.

Roll call vote: Ayes: Lamica, Webber, Ramirez Gelpi. Noes: None. Abstentions: None.

**4. Public Comment and Entity Comment – None**

**5. Approval of Minutes**

**On a motion by Webber, seconded by Lamica the board approved recommendations for the following:**

- a. August 10, 2023
- b. April 27, 2023
- c. March 23, 2023

Roll call vote: Ayes: Lamica, Webber, Ramirez Gelpi. Noes: None. Abstentions: None.

**6. Action Items**

**On a motion by Webber seconded by Lamica the board approved the following:**

**6.1 Member Expense Reports**

A recommendation to approve the **21/22 and 22/23 Member Expense Report Certified in NOVA Q4**

Fiscal departments for member agencies have submitted reports.

Roll call vote: Ayes: Lamica, Webber, Ramirez Gelpi. Noes: None. Abstentions: None.

**6.2 Member Allan Hancock College's capital outlay plan as presented for 22/23 and 23/24.**

22/23 \$30,982.41, \$70,764.97 and 23/24 \$95,919.94, \$60,538.00

Roll call vote: Ayes: Lamica, Webber, Ramirez Gelpi. Noes: None. Abstentions: None.

**7. Consortium Other Business**

**Several updates on projects and CAEP were discussed:**

- A. Public Input sessions to follow CAEP Consortium Meeting
- B. Consortium magazine project has concluded with members reporting increased student registrations. Member agencies will discuss future projects.
- C. AHC and LUSD to partner to offer Early Childhood Education classes in Lompoc with LASCC on El Camino Campus Winter 2024.

**8. Adjournment. The meeting was adjourned at 3:48 p.m.**