



The North Central Adult Education Regional Consortium (NCAEC)

Executive Committee Meeting Minutes

May 6, 2022

Members Present: Eric Pomeroy, Program Services Coordinator, Sutter County Office of Education (Proxy); Elodia Ortega-Lampkin, Superintendent, Woodland Joint Unified School District; Deborah Bruns, (Proxy)- Yolo County Office of Education; Michael West, Superintendent, Colusa County Office of Education; Dr. Brock Falkenberg, Superintendent, Lake County Office of Education; Dr. Tawny Dotson, Yuba College; : Ken Hamel, Yuba County Office of Education (Proxy); Dr. Art Pimentel, President, Woodland Community College, Becky Salato, Konocti;

Members Absent: Garth Lewis; Yolo COE, Francisco Reveles, Yuba COE, and Tom Reusser, Sutter County Superintendent of Schools

Leadership Present: Karin Liu, Woodland Adult Education; Deb Bruns, Yolo County Office of Education, Ken Hamel, Yuba County Office of Education; Dr. Cirilo Cortez, Woodland Community College; Mary Wilson, WCC- Lake County; and Lorilee Niesen, Colusa County Office of Education

1.0 CALL TO ORDER IN OPEN SESSION

Meeting was called to order by Chairman Brock Falkenberg at 2:05 PM.

- 1.1 Roll was taken through roll call due to zoom format and representation of Leadership team members as Proxy.
- 1.2 There were no changes to the agenda, so the **agenda was moved by Art Pimentel and seconded by Elodia Ortega-Lampkin**. Roll call indicated approval of the agenda with all members in favor..
- 1.3 **Tawny Dotson moved to approve the minutes of the 9/29/2021 Executive Meeting and Elodia Ortega- Lampkin seconded**. Roll call indicated the approval with all members in favor and Art Pimentel abstaining.
- 1.4 There were no public comments.

2.0 COMMUNICATIONS/REPORTS

2.1 Executive Committee:

No report from the Executive committee.

2.2 Secretary to Committee/Consortium Director: Sutter COE

Eric Pomeroy reported that he is currently working on the 3 Year Plan that is due to the state on June 24, 2022 and will be sharing this plan with the Executive Committee. Eric also recommended to the Executive Committee a meeting to be scheduled in the second or third week of June to review the 3 year plan. Brock Falkenberg and Mike West suggested that there will be no need for another Executive Meeting. They suggested that since the Leadership Team was the “boots on the ground” they take direction with the 3 year plan and move it forward. With this recommendation Brock announced it would eliminate items 3.1, and 3.2 from this agenda.

3.0 INFORMATION/ACTION (Action may be taken on any items below)

3.1 No action (see 2.2)

3.2 No action (see 2.2)

3.3 CFAD Discussion/ Annual Allocations Recommendations from Leadership

Eric shared the Excel document with members prior to the meeting and then reviewed the allocations that had been reviewed and approved by the Leadership Team. Request for approval was based on the following details regarding the CFAC Allocations for 2022-23:

Adult Ed Navigator (CCOE) , Virtual welder (Yolo COE) and ESL support (Yuba COE) were the uses of the one time monies (set aside funds) in 2021-22. Recommendation from the Leadership Committee to set aside \$100,000 in 2022-23 was proposed to fund future one time projects utilizing the same Project Proposal Documents and Process as in the past with the monies being spent down during the fiscal year and not carried over. This \$100, 000 would come from the 2022-23 allocation (of which included the \$179,073 COLA). The total allocation for NCAEC for 2022-23 is \$3,538,806.

It was proposed to take the remaining amount left from the COLA \$161,415 and divide it by 8, the number of agencies in the consortia. The number changed from 9 to 8 due to the change of Konocti's allocation being given to WCC-Lake County Campus to provide Adult Education programs for Lake County with Konocti's permission. WCC-Lake County would not be receiving both COLAs for both their agency and Konocti, only the one for WCC-Lake County. This would equal \$20,176 per member agency for the 2022-23 COLA. Eric provided a spreadsheet indicating the Updated Allocations with Konocti Reduction. **Mike West moved to accept the proposed CFAD, Art Pimentel, seconded.** Vote was taken by roll call. Motion carried.

3.4 CFAD Approval/ Assurances

Eric then transitioned to the NOVA reporting center showing how to approve the CFAD in the "Consortia and Members tab. Under work flow, are the tabs to review and then to preview prior to submittal.

Eric shared that the state is looking at CAEP and wanting to ensure that monies are being spent, assurances are being met and deliverables are being provided to students. Agency partners would need to certify this document once approved by the Executive Committee.

Emails would be sent out to agency representatives at the conclusion of the meeting to approve the CFAD.

Brock thanked the leadership team for their work and for completing the work prior to the meeting so the meeting was short.

3.5 Announcements

Eric announced that he would be taking a more active role in the consortia in the 2022-23 School year since stealing Lorilee Niesen from CCOE to join the team at the Sutter County Superintendent of Schools for the next year. Also, the hiring of a data person for the consortia will support the consortia in the future.

4.0 ADJOURNMENT

Meeting was adjourned at 2:31 PM.