



**North Central California Adult Education Consortium (NCAEC)
Executive Committee Meeting Minutes**

Regular Meeting, Tuesday, January 14, 2025, 2:00-3:30 PM

Meeting Location: Colusa County Office of Education
Education Village Conference Room
499 Marguerite Street
Williams, CA 95987

Members Present: Tawny Dotson, President, Yuba College; Rob Gregor, Superintendent, Yuba County Office of Education; Michael West, Superintendent, Colusa County Office of Education; Tom Reusser, Superintendent, Sutter County Office of Education; and Lizette Navarette, President, Woodland Community College.

Guests Present: Lorilee Niesen, Assistant Superintendent- Career & Adult Education, Sutter County Superintendent of Schools.

1.0 CALL TO ORDER IN OPEN SESSION

Chair Tawny Dotson called the meeting to order at 2:08 p.m.

- Action **1.1** Roll Call- taken through roll call by Tawny Dotson
- Action **1.2** No changes to the agenda; therefore, **MOVED BY:** Tom **SECOND:** Mike
Agenda approved by all "ayes."
- Action **1.3** Approve Minutes of 10/15/24 Meeting- **MOVED BY:** Lizette to approve the minutes of the 08/13/24 meeting
SECOND: Tom. Minutes approved by roll call voting members stating "aye/yes."
- 1.4** There were no public comments.

2.0 COMMUNICATIONS/REPORTS

- 2.1** Executive Committee
No Reports from the Executive Committee Members

- 2.2** Secretary to Committee/Consortium Director: Lorilee Niesen, Sutter COE
NCAEC Update

NCAEC LOGO & Marketing

- Brochure for NCAEC Programs have been distributed to agencies
- New Website design has an additional cost of \$1995.00 to be pulled from One Time Monies.

ELL Grant Update: Round 1: LCOE, Sutter COE, WJUSD, Yolo COE, and Yuba College Grant of \$281,022

2023-2024 Cumulative Q4 expenditures: \$69,552 2023-24 allocation left= \$211,470

LCOE=\$0, Sutter COE=\$13,826, WJUSD=\$4,684, Yolo COE=\$51,042, Yuba College=\$0 funding years 2023-4 & 2024-25

Round 2: all agencies except for LCOE Budget of \$359,716 Funding timeline 2024-2026

CAEP State Updates:

- Three-year plan guidance and template have been released for: 2025-28
- Three-year plan template will not open until the CFAD has been certified by all agencies.
- Q2 will be due March 1, 2025

CARRYOVER Update:

- Current carryover percentage at the end of Q1 (12.01.2024) is 84.3%. \$614,696 of \$3,915,881 expended 3 agencies are at risk of losing carryover, but have plans in place (LCOE, WCC, and Yuba College)

Three-Year Plan/Annual Plan Update:

- Three Year Planning happened last week at Leadership Meeting at WCC-Colusa County Campus
- Started with Grows and Glows. Developed a list of Goals to share with Executive
- Resulted in priorities that were categorized under CAEP State Objectives 1-3
- Used data from CAEP Fact Sheets, Data vista reporting, Agency data & outcomes to determine priorities
- Additional Time has been added to existing Leadership Meetings to tackle portions of the 3-year plan
- Agencies will be responsible for providing targets and fiscal planning
- Three-year Plan due June 25, 2025
- Document provided as 3.2 in Board Packet

Rob asked to approve the website before it goes live. He also indicated that the website link for Yuba College goes to WJUSD. Rob states that he will need to look at whether MJUSD is in existence to be included in the brochure. It was also recommended that the navigator picture be removed. On the back page of the brochure, it needs to have the agency logos and their addresses and phone numbers. On the front of the brochure, it needs to have the logos of the agencies and student pictures.

3.0 INFORMATION/ACTION (Action may be taken on any items below)**3.1** By-laws updated and signed

Lorilee provided the Executive Committee the completed copy of the by-laws and they were signed by the members present in the meeting.

3.2 Three-year Plan Input

Tawny discussed the expansion of programs and stated that we do not have a good plan on how to “deconflict” the process. She stated that there is no process to identify are these the right consortium members. Mike asked about the process of adding or funding a new member. Lorilee shared that the State CAEP guidance indicated that adding members is decided by the majority at the Executive Committee. Tawny stated that we have no egress or ingress process for people wanting to join the consortium. Tom suggested grabbing other samples of egress or ingress from other consortiums to develop the process.

Lizette suggested developing a survey. Checking to see if current programs are addressing workforce development needs. Tawny discussed bolstering current programs that are being offered. Mike stated that Glenn and Colusa County don’t have an opportunity to get interns. They get taken by other counties. Tom added that paras from his organization can go to college to get credentials. Lorilee added to Tom’s comment that Sutter County Supt. of Schools wrote a Golden State Pathway Program Grant to focus on Education Pathway to try to resolve some of the issues we were facing. Tawny shared that Marysville got a residency grant that maybe the consortia could support.

Tawny said that decisions were being made tomorrow regarding MJUSD programs, such as the Middle College and possibly cutting Adult Education.

3.3 Program Updates

Lizette shared that Woodland Community College will be offering Welding at Lake County. Tom shared that Sutter County will soon Be offering an RDA program and is entertaining the thought of a Paramedic/Advanced EMT Program.

3.4 Announcements

Mike shared that Chico State has only 12 eligible student teachers. He asked Tawny if it is in line with the credentialing program. There is a shortage of 30,000 teachers in 2025. Mike said he doesn’t want interns teaching his kids, he wants teachers to teach. Tom stated that many of those to become student teachers are getting picked up as interns.

3.5 Next Meeting-April 2025

It was decided by the members that the next meeting would be held on Wednesday, April 9th at 1:00 PM at CCOE in the Conference Room.

Action 4.0**ADJOURNMENT-**

MOTION TO ADJOURN: Lizette

SECOND: Tom

Motion approved by all members stating “aye/yes.” No roll call taken.

Meeting was adjourned at 3:41 p.m.