



The North Central Adult Education Regional Consortium (NCAEC)

Executive Committee Meeting Minutes

April 12, 2021

Members Present: Eric Pomeroy, Program Services Coordinator, Sutter County Office of Education (Proxy); Tom Pritchard, Superintendent, Woodland Joint Unified School District; Garth Lewis, Superintendent, Yolo County Office of Education; Michael West, Superintendent, Colusa County Office of Education; Dr. Brock Falkenberg, Superintendent, Lake County Office of Education; Carla Tweed, Yuba College; : Dr. Francisco Reveles, Yuba County Office of Education; Dr. Art Pimentel, President, Woodland Community College;

Members Absent:; Dr. Donna Becnel, Konocti Unified School District, Tawny Dotson, Yuba CC, Tom Reusser, Sutter County Superintendent of Schools

Leadership Present: Karin Liu, Woodland Adult Education; Deb Bruhns, Yolo County Office of Education, Ken Hamel, Yuba County Office of Education; Dr. Cirilo Cortez, Woodland Community College; Sheila Faulkner Loser, Woodland Community College; Lorilee Niesen, Colusa County Office of Education

Guests: Lynda Nichols? Becky Salato?

1.0 **CALL TO ORDER IN OPEN SESSION**

Meeting was called to order by Chairman Michael West at 4:00 PM. Roll was taken. There were no changes to the agenda, so the agenda was moved, seconded and approved as written. There were no public comments.

2.0 **COMMUNICATIONS/REPORTS**

2.1 Executive Committee:

Garth Lewis reported that June 1st, the CA Human Development was coming to Yolo County to help support starting construction, welding and logistic programs .Art Pimentel provided an update for YCCD, stating that Chancellor Houston has accepted a different position and Art will be acting Chancellor of YCCD beginning on Saturday.

2.2 Secretary to Committee/Consortium Director: Sutter COE

Eric Pomeroy reported that all program folks have been meeting. Zero dollars will be returned to the state. All programs seem to be open now. ESL Program numbers are increasing. CTE Programs have been expanding in Yolo, Colusa and Yuba COE's. Next month will be annual plan meetings with the annual plan due in August. Eric would like the Executive Committee involved in this. The reasons for lower than 10% is due to grad rates, transition to work force and improving educational levels.

Carla Tweed reported double digits of less enrollment due to not being face-to-face.

Dr. Cortez reported some increase in ESL Classes.

Dr. Pimentel reported not a lot of adults are taking online courses. The plan is to be open in person Monday-Friday starting in August. Class schedules are published six months prior. Carla Tweed

reported that Yuba College never closed completely; they are still running Police and Fire Programs. She stated that physical distancing is the biggest obstacle.

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

3.1 Election of Committee Members

Brock Falkenberg expressed that he would be willing to step up and take on the role of the chairperson. **Art Pimentel moved and Francisco Reveles seconded that, Brock Falkenberg become the chairperson of the Executive Committee.** Motion carried. **Francisco Reveles moved and Art Pimentel seconded Garth Lewis become the Vice-Chairperson.** Motion carried.

3.2 Meeting Schedule

The state requires one meeting per year. Eric Pomeroy recommended April and August possibly special meeting if needed. With two meetings per year, the next meeting will be in August. Garth Lewis recommended the week of August 24, 2021. The next meeting will be August 24, 2021, at 4:00 PM. Eric will send out invites to the Executive Committee Members.

3.3 CFAD Allocation

Eric offered the history of how allocations for the CFAD were made originally. This is done one time per year. The CFAD allocations set the allocation for next year. The allocation can be amended though. If the numbers change, then we will need to redo the CFAD. The Leadership Committee will be looking at needs assessments. Francisco asked about changes to the base allocations. Michael West talked about the needs assessment discussed previously and how it needs to be completed.

Brock Falkenberg moved that for the 2021-22 year to take the COLA divide it by 9 with the commitment to explore and additional funds and to develop policies and procedures with a needs assessment for 2022 for pool funding. Tom Pritchard seconded the motion. The motion carried with seven ayes (Brock, Francisco, Garth, Art, Mike, Tom, Carla, and Becky)

Brock asked about CFAD allocation versus amendments.

3.4 Bylaws - Update

By-law-Section 8 regarding spending 60% each year. Eric reported that monies have a 2.5 year shelf life, and if not spent the money goes back to the state. The recommendation was to review and bring back this item in August. Eric will send out updates and committee members can review them.

3.5 Capital Outlay Purchase

Garth Lewis moved to approve the capital outlay purchase for Adult Education and Building Improvements at the Colusa County Office of Education. Art Pimentel seconded the motion. Motion passed.

3.6 Announcements

Art suggested to continue to meet via Zoom. Brock recommended to include telecommuting in the by-laws.

4.0 ADJOURNMENT

Meeting was adjourned at 5:10 PM.

