



**Regular Public Meeting June 2, 2021 9:11am-9:59am**

Santa Barbara City College | Online via ZOOM

<https://sbcc.zoom.us>; Meeting ID: 92105407815 Passcode: 844351 +1(669)900-6833

The recording of this meeting is posted on the SBCC AEBG website at <https://sbcc.edu/aebg>

**I. Call to Order**

- a. 9:11am

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

- a. Members present: Gerardo Cornejo, Ray McDonald, Corlei Prieto
- b. Members in absentia: Sharon Brown
- c. Quorum established

**III. Welcome from CAEP SBAEC Interim Chair Corlei Prieto**

**IV. Public and Entity Comment\***

- a. none
- b. Zoom Chat Box: none

**V. Information Items**

- a. Consortium Member updates
  - i. Ray announces that the BW Research report on the impact of COVID-19 on the local workforce is complete and is currently posted on the Workforce Development Board website.
  - ii. Gerardo relays that the Carpinteria High School graduation will be held on June 10<sup>th</sup> in person and will also be on YouTube.
- b. Corlei Prieto provides announcements and legislative updates. They include:
  - i. SBCC will transition from fully online to in-person beginning July 15
  - ii. The CAEP Year-7 allocation increased by \$14,000.00 from the Year-6 allocation
  - iii. AB 1491 – McCarty Bill is currently on the legislative floor for discussion. It would generally prohibit a member of an adult education consortium and the consortium itself from carrying over more than 15% of its allocation from the immediately prior fiscal year. The bill would authorize the consortium to reduce the annual allocation for a member if the consortium finds that the member has unspent funds remaining from the immediately prior fiscal year. Should the bill pass, our SB Adult Education Consortium would need to revise all current program budgets immediately to prevent any fiscal repercussions.

**VI. Consent Items**

- a. April 7, 2021 Public Meeting Minutes
  - Gerardo made a motion to approve. Ray seconded.
  - i. Vote: Ayes:3, Absentee:1

**VII. Discussion Items**

- a. CAEP YR 7 2021-2022 Annual Plan
  - i. CAEP State Priorities
  - ii. CAEP Data Collection Overview
- b. CAEP SBAEC YRS 5 and 6 Fiscal Overview
  - i. Corlei provides an update to the Consortium on our allocations and expenditures. She notes that all Consortia did not receive initial 2015 allocations until the end of spring 2016 therefore there will typically be a delay in expending funds until the very end of each grant cycle. This review can be found on our Consortium's website.

**VIII. Action Items**

- a. YR 5 Unused Funds
  - i. The CAEP Adults with Disabilities Work Readiness and Career Planning Program has a total of \$10,500.00 of unspent funds as of June 2021. This program is currently managed by DSPS Director Jana Garnett and CAEP Program Leader/Consultant Natalie Holdren. Both will be phasing out of SBCC in July 2021. Initially developed in 2017 with the goal to establish a noncredit AWD vocational program in the noncredit SBCC Career Skill Institute, the goal has been met. Therefore, in consultation with noncredit SBCC Career Skills Institute (CSI) Associate Director, Jeanette Chain, it has been determined that unspent funds will be remain in CSI to ensure the continuance and expansion of the Adults with Disabilities Program.  
Gerardo made a motion to approve. Ray seconded.  
Vote: Ayes: 3, Absentee: 1
- b. YR 6 & YR 7 Request for Proposal Timeline & Procurement
  - i. Corlei presented two options for the RFP timeline and procurement for Years 6 & 7 grants; one option to host a separate RFP process for each grant cycle or the other to combine both grant allocations. In October 2020, the Consortium determined to retain \$135,000.00 of funds from Year-6 grant cycle until June 2021. The Consortium determined rather than hold two separate Request for Proposal processes for each respective grant cycle, to combine Years 6 & 7 allocations bringing the total to \$990,626.00.  
Ray made the motion to approve. Gerardo seconded.  
Vote: Ayes: 3, Absentee: 1

- c. YR 6 Special Request for Proposal & Activity Chart (if applicable)
  - i. No vote needed as this is not applicable based on the Consortium's decision to combine YRS 6 & 7 grant allocations.
- d. YR 6 Budget Modification Requests
  - i. SBCC NC English as a Second Language Program
  - ii. SBCC NC AHS GED Program
    - The Consortium reviews the requests.
    - Gerardo made the motion to approve both requests. Ray seconded.
    - Vote: Ayes: 3, Absentee: 1
  - iii. The Consortium discusses the option to have Program Leaders submit budget modification requests if they exceed 15%. At present all budget changes need to be brought to the Consortium for review and approval at Public Meetings. Both Gerardo and Ray recommend adding this item to the next CAEP Public Meeting as an Action Item.
- e. CAEP July 7, 2021 Public Meeting
  - i. The Consortium is typically in recess during the month of July. To allow more time for the Request for Proposal process, the Consortium determined to host a second meeting in the month of June. They determined June 23<sup>rd</sup> from 10:30am-12:00pm for the next meeting.

**IX. Next Regular Public Meeting**

- a. June 23, 2021
  - Ray made the motion to approve. Gerardo seconded.
  - Vote: Ayes: 3, Absentee: 1

**X. Adjournment**

- a. 9:59am

Note: Immediately after the Public Meeting, the virtual room will remain open to provide an informal virtual space dedicated to *Networking: Partnerships & Pathways*