



**Minutes | Santa Barbara Adult Education Consortium Public Meeting
December 4, 2019 | SBCC Wake Campus Room 2 | 9:16am - 9:47am**

I. Call to Order

II. Roll Call & Establishment of Quorum

- a. Members present: Melissa Moreno, Tony Bauer, Gerardo Cornejo, Ray McDonald (via conference call)
- b. Quorum established.

III. Welcome from the Chair Dr. Melissa V. Moreno

- a. Melissa welcomes all attendees.
- b. Corlei announces we are closing the CAEP Year 3 grant (2017-2019) and that our office is currently working with our SBCC Fiscal Office to reconcile expenditures. The final 4th quarter NOVA report for the CAEP Year 3 grant will be due in March 2020.

IV. Public and Entity Comment

- a. None.

V. Consent Items

- a. October 2, 2019 Public Meeting Minutes
Vote: Ayes: 4

VI. Action Items

- I. Approval of Year 5 2019-20: Request for Proposals & Activity Charts
 - i. Melissa relays that the Request for Proposals application process was successful in part due to the application being clearly defined with wording that helped applicants make reasonable requests for funding. The Consortium received several requests amounting to a total of \$889,765.00 and have tentatively awarded \$540,000.00 for programs.
 - ii. Corlei briefly summarizes the following Request for Proposals:
 - a. SBCC Noncredit English as a Second Language
 - b. SBCC Career Skills Institute & SBCC Career Skills Institute Jail Program (merged programs for the CAEP effort)
 - c. SBCC School of Extended Learning NC Student Support Services & SBCC Community Education Center: Employment Center (merged programs for the CAEP effort)
 - d. SBCC Work Readiness and Career Planning Program for Adults with Disabilities
 - e. SBCC Noncredit Adult High School/GED Program
 - f. Equalitech Digital and Language Literacy Program
 - g. Career Pathways Navigator Program for Adult Learners: ResCare Workforce Services (RWS)
 - h. Santa Barbara Public Library: Integrated Adult Education Initiative
 - iii. Melissa relays that the Rescare Workforce Services Request for Proposal did not meet our Consortium's objectives and was duplicative of our existing Career Skills Institute and AHS/GED programs. The Consortium recommended that they clarify their program's objectives and how it will align with our grant and resubmit their Request for Proposal.
 - iv. Tony and Gerardo would like further information for the two merged programs (items b. and c. above) and the Rescare Workforce Services (RWS) program and recommend that the Consortium not vote on these three programs until they have resubmitted new proposals that clearly outline their objectives.
 - v. Melissa entertains a motion to not vote on the three programs (listed above) until the next CAEP Public Meeting. Tony made the motion, and Gerardo seconded.
Vote: Ayes: 4
- II. Approval of Year 5 2019-20: Final Budget
 - i. Melissa entertains a motion to not approve the proposed allocations for the three programs (listed above) until the next CAEP Public Meeting. Gerardo made the motion, and Tony seconded.
Vote: Ayes: 4
 - ii. Tony recommends that all of the other programs (items a.e,f,g,h. above) which met our Consortium's criteria should be approved so that they may commence their programming and not wait for on action on the remaining three programs.
 - iii. Melissa entertains a motion to approve the remaining programs with the exception of the three programs. Tony made the motion, and Gerardo seconded.
Vote: Ayes: 4

III. Approval of 2020 SBAE Consortium Public Meeting Calendar

- i. Consortium discussion and the consensus is to maintain the same schedule. Melissa entertains a motion to approve. Gerardo made the motion, and Tony seconded.

Vote: Ayes: 4

Ray McDonald disconnects from conference call.

VII. Next Regular Public Meeting

- a. January 15, 2020

VIII. Adjournment

- a. 9:47am. Melissa announces that there will be a closed Consortium member session which requires everyone to leave the room yet welcomes everyone to return back to the room within ten minutes to listen to the results of the closed session.

IX. Closed Consortium Session

- a. Discussion regarding a personnel title and salary.

X. Returning to Open Consortium Session

- a. 10:00am.
b. Melissa makes the motion to approve the recommendation from Santa Barbara City College Human Resources. Tony made the motion, and Gerardo seconded.
Vote: Ayes 3, Absentee: 1
c. The Consortium would like the indirect reflected in the 2018-2019 allocation document at the next CAEP Public Meeting.

XI. Adjournment

- a. 10:14am.