

North Coast Adult Education Consortium Meeting Minutes

May 28, 2019

11:00 AM – 12:00 PM

310 3rd Street, Suite C, Eureka, CA

MEMBERS PRESENT: Margaret Talcott, Jack Bareilles, Michael Davies-Hughes, Esmeralda Ramirez, Robert Parker via Zoom.

OTHERS PRESENT: Blaine Smith

WELCOME & INTRODUCTION

Meeting called to order at 11:20 AM.

REVIEW OF 3-YEAR PLAN

BW Research Partnership Group provided a data report for three year plan with additional researched. The 3-year plan draft was reviewed. With the draft complete, looking for public input. The finalized 3-year plan will be sent to members for a final read through. The 3-year plan is due June 7th.

A. **Public Comment**

There was no public comment.

CFAD

The 19-20 CFAD was approved by the consortium prior to the meeting. The governor reduced the COLA from 3.46% to 3.26%, which resulted in a decreased our allocation by \$2,212. Del Norte's allocation will be reduced from \$88,214 to \$86,002. The CFAD will need to be uncertified to make the adjustment. Margaret will make the adjustment and notify voting members to recertify. Discussion ensued.

A. **Public Comment**

There was no public comment.

Eureka

7351 Tompkins Hill Rd
Eureka, CA 95501
(707) 476-4100

Del Norte

883 W. Washington Blvd
Crescent City, CA 95531
(707) 465-2380

Eureka Downtown

525 D Street
Eureka, CA 95501
(707) 476-4500

Klamath-Trinity

65 Orchard St.
Hoopa, CA 95546
(530) 625-4821



BY-LAWS

Consortia by-laws are a state requirement. All consortia need governance and a by-law structure in accordance with the Brown Act. The by-laws have been updated. A consortium website is in the works which will hold the by-laws, minutes, agendas, and public meeting notices.

LIST OF CONSORTIUM DUE DATES

Document provided with consortium deadlines, a week before the state due dates.

GOOD OF THE ORDER

The Data and Accountability funds need to be spent by June 30th. Funds paid for the BW Research data used for the 3-year plan and Community Pro Suites. The software is a cross referral system. Twenty consortia's in CA and a few other states have been using the system. The remaining amount will be divided three ways. The funds can be spent on personnel costs related to data, training, administration costs related to data, TOPS system, and other data related expenses. A MOU addendum will be created so the Data and Accountability funds can be invoiced.

ADJOURN

Meeting adjourned at 12:00 PM.