


Ventura County

Adult Education Consortium
Minutes of the AB 104 Consortium
Thursday, January 21, 2016, 12:30-2:30 PM
Location: Ojai Unified School District

Present: Michele Arso, Diana Batista, Becky Beckett, Pamela Castleman, Stefan Cvijanovich, Frida Friend, Greg Hill, Teresa Johnson, Inajane Nicklas, Alan Penner, Mike Sanders

Absent: Luis Gonzalez and Tim Harrison

Recorder: Kathy Walker

Minutes:

Agenda Item	Summary of Discussion	Action (If Required)
	Meeting was called to order at 12:30 by Teresa Johnson	
Approval of Minutes	Minutes of December 3, 2015 – change, Inajane Nicklas present via conference call Minutes of December 16, 2015	Approved with change Approved
VCAEC Personnel and Coordination	<p>Discussion regarding the organization of the Consortium Board as it moves forward was held. It was decided to model after local Boards by appointing a Chair and Co-Chair of the Board from within the members of the Consortium. It was noted that only members that wanted to serve as Chair or Co-Chair would be nominated for these positions; all members are not required to serve in this capacity. Discussion took place on whether to hire someone to serve as the Clerk of the Board. It was decided to hire a Board Clerk that would work with the Chair on setting- up agendas and help with required reporting and timelines and guidelines that need to be followed.</p> <p>A motion was made by Mike Sanders and seconded by Becky Beckett to hire Greg Hill, Jr. as the Board Clerk for the remainder of this fiscal year, June 30, 2016 with compensation to be determined – motion carried</p> <p>A motion was made by Stefan Cvijanovich and seconded by Becky Beckett to appoint Teresa Johnson as the Chair of the Board until June 30, 2016 – motion carried</p>	

	<p>Greg will write up Governance for the organization and present it at the next meeting.</p>	<p>Greg will write up Governance for the organization to be presented at the next meeting.</p> <p>Note: Co-chair to be appointed at next meeting.</p>
<p>Fiscal Agent for the Consortium</p>	<p>Discussion regarding the MOU from VCCCD. VCCCD would give 50% to Members now with the next six months being a reimbursable program. Members, do not feel that they need to justify expenditures to the Fiscal Agent as the local districts are responsible for this oversight...concern regarding the reimbursable model since this is not a Grant Funding but an Apportionment Funding. Other Consortiums do not have to do a reimbursable program with their Fiscal Agent; why does Ventura have to do it this way? It was the belief of the members that the money should just pass through the Fiscal Agent to members without reimbursable program.</p> <p>What is the outcome if Fiscal Agent is changed? Some member's districts do not have money to frontload money for programs if there is a delay in receiving funds.</p> <p>It was suggested that a meeting be set-up with the Superintendents of the Consortium members to share how this will impact programs and try to get them to approve the frontloading of funds until AB104 funds are received.</p> <p>Greg looked at MOU. If we don't go with this MOU there is a very good chance funding will be delayed until June or July 2016.</p> <p>Greg suggested that we have two options:</p> <ol style="list-style-type: none"> 1. Opt out of MOU in which case money would go back to State 2. Select new Fiscal Agent <p>Both options have same delay – it would be June until Members would see money.</p> <p>Pros and Cons were discussed regarding changing Fiscal Agent.</p> <p>Members would like a third options of receiving 50% of money now from the college and then changing to direct pay to members for the last six months.</p> <p>Greg has tried to communicate with the college and they have only returned message one time.</p>	<p>At the desire of the Board Kathy Walker will set-up this meeting.</p>

	<p>It was decided to adjust the terms of relationship with VCCCD now.</p> <p>Motion was made to not continue with VCCCD as Fiscal Agent for the 2016/2017 year. Motion carried (Note: Inajane Nicklas abstained from voting)</p> <p>Greg will follow-up with the college to see if they will give 50% of money now and follow-up with same basic terms as MOU – 6 months of reimbursable funding for this year only. Decision is to be made within one week.</p> <p>No action was taken on the MOU – This will be tabled until Greg has meant with College.</p> <p>Greg will host conference call next Thursday, January 28, 2016 at 12:30 PM. He will send conference call number and code to members.</p> <p>Option for VCCCD MOU – willing to accept cost reimbursement for 6 months then terminate MOU</p> <ul style="list-style-type: none"> a) Capped at 5% b) Capped at this fiscal year <p>Greg and Teresa will work on the wording for the motion and send out prior to conference call on Thursday.</p>	<p>Greg to follow-up with VCCCD regarding terms of MOU</p> <p>Greg will host conference call Thursday, January 28th at 12:30 PM. He will send phone number and code for call prior call.</p> <p>Greg and Teresa will work on wording for motion and send out prior to conference call on Thursday, Jan. 28.</p>
<p>Promising Practices</p>	<p>Hanover Report and Promising Practices – This information was never relayed to Consortium by Tim.</p> <p>Promising Practices is a way for Legislatures to see how their money is being spent. Must be sent by February 12th. If you have question you can email Greg. Teresa will help with posting Promising Practices for Consortium. All members may post other Promising Practices.</p>	<p>Teresa Johnson will post a Promising Practice for the</p>

		Consortium. Others may also post Promising Practices that they would like to share.
January 31 st – Report for AB86 and Report for AB104 Block Grant	Greg will follow up with Neil Kelly regarding what will be required for the AB104 Block Grant Reporting and let members know.	Greg will follow-up with Neil Kelly regarding requirements for AB104 Reporting.
Add to next Agenda	Frida Friend asked if we could put “Mentoring of new Adult Ed Programs” on the next agenda. Planning for Adults with Disabilities, Legislative Action Day, Consortium Member Reports were moved to the next meeting.	Kathy to add these items to next agenda.

Meeting adjourned: 2:30 PM

Next meeting: To Be Scheduled