



Minutes | Santa Barbara CAEP Consortium Regular Public Meeting

May 6, 2020 | 9:07am-10:08am | Online via ZOOM | <https://sbcc.zoom.us/j/98005012658>:

- I. Call to Order**
- II. Roll Call & Establishment of Quorum**
 - a. Members present: Melissa Moreno, Sharon Brown, Ray McDonald
 - b. Member In Absentia: Gerardo Cornejo
 - c. Quorum established
- III. Welcome from the Chair Dr. Melissa V. Moreno**
 - a. Melissa welcomes all attendees.
 - b. Consortium Member update
 - i. Melissa relays that our School of Extended Learning has moved most if not all of our instruction to online synchronous learning mid-spring semester. She commends all of the instructors and staff who have learned this new platform to connect with our students. This is a reminder that we are providing access of various learning tools and platforms to our community. We are planning to continue online instruction through summer 2020 and potentially plan to return in-person in fall 2020. She relays that our SBCC leadership is closely following the official guidance from the State and the County and will continue to do so in moving forward with respect to returning to in-person operations.
 - ii. Melissa invites everyone to participate in our SBCC credit campus' first virtual graduation online on May 8th at 5:00pm. The web link for the graduation can be found on the SBCC home page.
 - iii. Ray relays the Workforce has been heavily impacted moving service deliveries online. He describes the tremendous amount of layoffs due to the closures and relays that Workforce services can be found online on the Workforce website. Ray also has been working with the County to form a small business working group and team to discuss unemployment and how to help our local businesses. Their first webinar will be within a week.
 - iv. Melissa commends the Workforce for working with our School of Extended Learning to develop a Career Recovery Program for those recently unemployed amid COVID-19.
 - v. Sharon announces that the CDE for K12 has extended the application to Perkins to June 15th. Overall, all of the districts have adjusted well to providing hotspots and electronic devices to students to provide further access.
 - c. CAEP Director Corlei Prieto provides announcements and legislative updates
 - i. She relays that the deadline to expend all Year 4 funds is October 1, 2020. She also announces that the State will likely reduce Year 6 CAEP funding to all Consortia. A formal notification of the reduced amount will be sent to all Consortia in the middle of May 2020.
- IV. Public and Entity Comment**
 - a. None.
- V. Consent Items**
 - a. April 1, 2020 Public Meeting Minutes
 - i. Vote: Ayes:3, Absentee:1
- VI. Discussion Items**
 - a. BW Research Report: Covid-19 Economic and Workforce Gap Analysis for Adult Education Students for South Santa Barbara County
 - i. The Consortium discusses if our Consortium should commission BW Research to do a follow-up report in response to COVID-19. The Consortium agrees that this would be of great benefit to our Consortium and proposes to invite north County Santa Barbara to participate in a potential joint research report. Corlei will work with the North County Consortium director to explore this joint initiative.
- VII. Action Items**
 - a. CAEP Program Leader Requests for Addendums to Programs:
 - i. Year 4: Santa Barbara City College Adult HS/GED, presented by Patricia Mautone
 - ii. To apply \$8,000 of the approved \$30,000 funds originally allocated towards classroom tutor support to supplies and materials in order to purchase online software materials.
 - iii. Melissa entertains a motion to approve. Ray made the motion, and Sharon seconded.
Vote: Ayes: 3, Absentee: 1

- b. 2020-2021 Consortium Fiscal Administration Declaration (CFAD)
 - i. The CFAD identifies a fiscal agent. The SBAEC has selected SBCC as the primary direct fiscal agent for the 2020-2021 fiscal year.
 - ii. Melissa entertains a motion to approve. Sharon made the motion, and Ray seconded.
Vote: Ayes: 3, Absentee: 1
- c. CAEP Santa Barbara Adult Education Report on Governance Compliance
 - i. The Consortium updates our Governance Compliance document from 2015 to reflect updated members and member information. The Consortium also agrees the document does not need any bylaws as they will continue to adhere to the Brown Act.
 - ii. Melissa entertains a motion to approve. Ray made the motion, and Sharon seconded.
Vote: Ayes: 3, Absentee: 1
- d. CAEP Santa Barbara Adult Education Request for Proposal:
Emergency Funding in Response to Covid-19
 - i. The Consortium reviews the Emergency Funding Request for Proposal and Activity Chart. Both are due May 27th and will be reviewed at the June 3rd CAEP Public Meeting.
 - ii. Melissa entertains a motion to approve. Sharon made the motion, and Ray seconded.
Vote: Ayes: 3, Absentee: 1

VIII. Next Regular Public Meeting

- a. June 3, 2020

IX. Adjournment

- a. 10:08am