



AEBCG

PARTNERING FOR A STRONG
CALIFORNIA WORKFORCE

**YOSEMITE / STANISLAUS MOTHER LODE CONSORTIUM
MEETING**

Monday, September 17, 2018

2:00 P.M. – 4:00 PM

STANISLAUS CULINARY ARTS OF INSTITUTE

1040 Wakefield Drive

Oakdale CA

www.yosemite.edu/aebg

AE Consortium Members Present: Jared Hungerford, Dallas Plaa, Brandon Price, Eric Andersen, Pedro Mendez, Jeff Rowe, Araseli Zamora, Cindy Young, Roy Morlan, Stephen Sweitzer, Cathy Parker, Linda Alaniz, Peggy Herndon, Dae Dyer.

Others Present: Alice J. Pollard, Parul Parikh, Cecilia Sobarzo (Recorder), Colleen Whitlock, Sarah Yarbrough

Meeting Minutes

1. CALL TO ORDER

- Pledge of Allegiance

2. APPROVAL OF MINUTES

Action: Motion to approve September 17, 2018 minutes.

Moved _____ Pedro Mendez _____ Second _____ Rick Gonzalez _____

Roll call vote: Yes 14, No 0, Abstain _____

- 3. PUBLIC COMMENTS** - Public comments will be allowed at this time on the agenda. The Consortium Chairperson will recognize any member of the audience wishing to speak on a matter which is not on the agenda but is directly related to AB104 Adult Education Block Grant. The Chairperson may allot time for those wishing to speak, but the Consortium will take no action on matters presented (Ed. Code Section 35145.5). Presentations will be limited to 5 minutes. If appropriate, a matter may be referred to the Consortium Chairperson for placement on a future agenda. The public may ask questions relevant to agenda items at the time those items are under consideration.

4. ACTION ITEMS

- **Action: Motion to approve 2018-19 CFAD Member Allocations. ([Attachment](#))**
 - Moved Eric Andersen Second Peggy Herndon
 - Roll call vote: Yes 14, No , Abstain

5. DISCUSSION ITEMS

- a. 2018-19 meeting dates – [Alternate dates for legal holidays were solidified to ensure all members are available to attend upcoming consortium meetings.](#)
- b. [Fiscal Year 18/19 AEBG Program Fees Policy](#) - A copy of the Fiscal Year 18/19 AEBG program fees policy was distributed to consortium members. Members reviewed and discussed.
- c. Launchboard – Consortium members are encouraged to continue to monitor their Adult Education Program data being submitted to ensure it is being collected accurately and reported via launchboard. Members can request access [here](#).

6. REPORTS AND INFORMATION ITEMS

- a. Guidance [Web Link](#) – Consortium members are encouraged to review and navigate the new webpage launched by Adult Education Program. Webinars are archived under professional development. Fiscal guidance is also available.
- b. Upcoming [Deadlines](#)
 - Sept. 30: 16/17 & 17/18 - Member expense report certified by consortia in NOVA (Q4); Includes Year End Financial Report (Narrative) - Consortium members are to send FAR100, & Expense report summary in a singular email to Parul Parikh at parikh@yosemite.edu. Adult Education budget are to be set up on its own.

18/19 Program Year Budget Due in NOVA (17/18 CFAD carry over and 18/19 CFAD) Consortium members must report 18/19 program year budget in NOVA in order for the central office to certify and submit on behalf of the consortium. Send budget revisions to Parul Parikh at parikh@yosemite.edu a rationale must be included.
 - Oct. 31: Student data due in TOPSPro (Q1) - Members are to copy sobarzoc@yosemite.edu when submitting data integrity report to State.
- c. Fiscal Updates
 - YCCD Purchase Order - Yosemite Community College District has mailed out purchase orders matching 2018-19 allocation. Members are to review, and report any discrepancies to the central office.

- Q4 Expense Report Update - Communication will be sent to Districts who earn interest. Interest is to be subtracted from the expense summary submitted signed by fiscal authority.

- d. Web Site Update - Adult Ed budget has been set up and P. Mendez will meet with Mayaco to review website services. Mayaco will be reaching out to Consortium Members directly. Mayaco will be joining us at November 19, 2018 meeting.

7. ANNOUNCEMENTS/ADJOURNMENT

- a. Professional Development – Anyone considering serving on a sub-committee send C. Young an email to cyoung@stancoe.org. Committee will meet an hour before our monthly consortium meeting to discuss professional activities.

Next meeting will be held on Monday, October 15, 2018 at 2:00 p.m.

Pursuant to California Government Code section 5454957.5, when a writing that is a "public record" as defined by law is distributed to Yosemite / Stanislaus Mother Lode Consortium members less than 72 hours before a regularly scheduled Consortium meeting, copies of these writings shall be available for public inspection during normal business hours at Modesto Junior College, West Campus, Sierra Hall, Room 255, 2201 Blue Gum Avenue, Modesto, CA.