**Mendocino/Lake Adult and Career Education**

**(ML ACE) Meeting—Zoom Meeting**

**Mendocino College**

1000 Hensley Creek Rd.

Ukiah CA 95482

**Zoom meeting** [**https://cccconfer.zoom.us/j/7372469362**](https://cccconfer.zoom.us/j/7372469362)

**October 9 2020 10-1pm**

**Attendees:** Euline Olinger (MC), Monica Whipple (MC), Christy Smith (UAS), Coni Belli (CAS), Sharrae Elston (UVAH), Bill Roderick (LCOE), Tami Mee (MCOE), Amanda Xu (MC), Jeff Ritchley (WUSD), Dave Gengoux (UAS), Clinton Maxwell (MCOE), Noel Woodhouse (MC), Noor Dawood (AVAS), Monica Gowan (RV,MC, UAS), Debra Polak (MC), Lynn Thomasson (KUSD), Maggie Von Vogt (AVAS), Jackie Orozco (HEP MC), John Horton (WUSD)

MINUTES

1. **Call to Order Start time:10:02am (Action)**
2. **Roll Call of Voting Members (Action)**

Noor Dawood (AVUSD), Coni Belli (FBUSD), Joe Del Prete (KUSD), Bill Roderick (LCOE), Amanda Xu (MC), Tami Mee (MCOE), Monica Gowan (RVUSD), Christy Smith (UUSD), Jeff Stir (ULUSD), Jeff Ritchley (WUSD)

1. **Changes/ Modifications to the Agenda (Discussion/Action)**

Motion to approve agenda with the modification to add the word “Action” to item #10 made by Christy Smith/Joe Del Prete - Approved (10,0,0)

1. **Consent (Action)**

*All consent items are acted upon by a single vote with no discussion, unless pulled from Consent and placed on the agenda as a regular item.*

* Approval of August 21, 2020 Minutes

Motion to approve August 21, 2020 minutes made by Christy Smith /Joe Del Prete – Approved (10,0,0)

1. **Overview of next 6 months (Discussion)**

ML ACE reviewed deadlines and upcoming events for the next 6 months. See Appendix A

1. **One-time Proposal (Discussion/Action)**

The consortium reviewed, discussed and approved one-time proposal requests from consortium members.

* 1. Anderson Valley—Basic Skills Tutor ($3234)

The one time request activity approved pending assignment of funding from MC allocation or one time allocation. Made by Joe Del Prete/ Christy Smith – Approved (9,0,1)

1. **Director’s Update (Discussion)**
	1. Euline will share updates and follow-up after the Community Pro Suite training and CAEP Director’s Event

The CalJobs data will now be included in Community Pro Suite. The referral system can now be accessed from Lake and Mendocino Career Points.

* 1. Introduced the new Sustainable Construction Technology (SCT) coordinator and update on SCT curriculum.

Noel Woodhouse has been a part time instructor for Mendocino College and is now the new coordinator. Non credit is going through the curriculum committee and is looking to be offered Fall 2021.

* 1. HSE Students—Euline shared information to the consortium about increase number of HSE students this semester and the coordination of these students. There are currently 27 students that are not able to qualify for HEP. Noor would like to start off with identifying the gap each location/agencies that is offering the basic skills classes. Christy would like to formalize a workgroup to address all ideas and issues any interested in joining the workgroup please email Euline to receive an invite. Amanda added in the chat “we could potentially co-list a synchronous online course with an on ground class to support all students. Especially if we had a tutor/supplemental instructor.” Maggie agreed this would be a great idea.
1. **Member Updates—summary, updates and concerns (Discussion)**
	1. Anderson Valley
	2. Ft. Bragg USD
	3. Kelseyville USD – Joe Del Prete shared that there are 21 students registered. He used the new DIR wizard in TE and found it very user friendly.
	4. LCOE
	5. Mendocino College—HSE, RV, Centers
	6. MCOE
	7. Ukiah
	8. Upper Lake USD
	9. Willits USD – John Horton shared the adult school has been very popular this year with 10 students already registered.
2. **Public Comments/ Correspondents --via Zoom (Discussion)**

*The MLACE welcomes public input. This agenda item is limited to matters that are under the jurisdiction of the ML ACE and are not listed elsewhere on this agenda. Comments are limited to three minutes per person, and 10 minutes per topic. Action on these matters is not allowed.*

Clinton Maxwell shared he is the College & Career Specialist for MCOE with a focus on supporting K12 district administrators with grant writing & reporting for CTE pathways. He is also on the steering committee with the Mendocino County Construction Corps and Eric Crawford @ UUSD is the coordinator.

1. **Annual Program Review Part 1 (Discussion/Action)**

Consortium members (UUSD, MCOE, LCOE) shared out data and information about their programs to the breakout groups.

UUSD – See Appendix B

 Citizenship Page 1

 English as a Second Language Page 2

 Vocational Nursing (CTE) Page 3

 High School Diploma/ High School Equivalency Page 4

 Mendocino County Corrections Facility High School Diploma/ High School Equivalency/ Literacy Page 5

 PearsonVue Testing Center Page 6

 Adults with Disabilities Page 7

LCOE – See Appendix C

 Certified Nurse Assistant Page 1

 HiSET in County Jail Page 3

 Medical Assistant Page 4

LCOE Program Assistant Page 6 – This program was previously in a Program Advisory Team. A motion to remove LCOE Program Assistant out of the Program Advisory Team made Christy Smith/Noor Dawood - Approved (9,0,1)

MCOE – Tabled until November 13, 2020

1. **Adjournment Time: 1:00 (Action)**
	1. **Next Meeting Date and Time** November 13, 2020 10-1pm
	2. **Program Review**: MCOE, AVUSD, FBUSD, KVUSD,ULUSD,WUSD, RV, MC

Motion to adjourn at 1:00 pm made by Christy Smith/ Joe Del Prete – Approved (10,0,0)

Appendix A

