

## Mendocino/Lake Adult and Career Education (ML ACE) Meeting

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### Mendocino College

1000 Hensley Creek Rd.

Ukiah CA 95482

ML ACE Admin: Room 6650

Zoom meeting <https://cccconfer.zoom.us/j/7372469362>

**September 10, 202 10-1:00 p.m.**

### AGENDA

12. Call to Order      Start time:      10:04      (Action)

13. Roll Call of Voting Members      (Action)

Anderson Valley: Maggie Von Vogt (voting member); Ft. Bragg: Anali Caraballo (voting member); Kelseyville: Joe Del Prete (voting member); Lake County: Beth Hampson (voting member) Leggett Jeff Ritchley (voting member); MCOE: Tami Mee (voting member); MCC: Monica Flores (alternate for Amanda Xu, voting member); Round Valley: absentee (voting member); Upper Lake: Jeff Sturr (voting member) UUSD: Christy Smith (voting member); Willits: Marian Lohne (voting member), HEP: Jackeline Orozco; UVAH: Pam Jensen; UUSD: Dave Gengoux; UUSD: Kathy Kiely;

### Guests:

Beth Lehrer (PAIRIN), Christy Gard (CareerPoint), Katelyn Stanley, Charles Burkett (CareerPoint), Sarah Yaksic (PAIRIN), Brian Hooker (CareerPoint-CHD/One-Stop), Victoria Watson (CareerPoint), Jordan Pigg (CareerPoint), Dawn Farr (CareerPoint), Jacob Blue (CareerPoint), Belen Escareno (CareerPoint)

Absent: Round Valley Voting Member,

14. Changes/ Modifications to the Agenda      (Discussion/Action)

15. 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 20, 2021 Minutes
- First Motion –to approve consent agenda Joe/Jeff / 10, 0, 0, 1

16. Overview of next 6 months      (Discussion)

- ML ACE reviewed deadlines and upcoming events for the next 6 months.
- Discussed 19/20 and 20/21 Member Expense Report certified in NOVA
- Budget and Work Plan due in NOVA by 9/30
- Upcoming End of Q1 on 9/30, and upcoming CAEP Summit 10/26-28
- Euline reviewed upcoming dates through February, 2022
- Question: Beth Hampson – 1<sup>st</sup> week of November for submission of info for Euline – wait to change dates until after workgroups October workgroups get in by 10/1 and November by 11/1 (Maggie/Christy suggested and group approved)
- Due Date for one time proposals by October 1st

**17. Career Point and PAIRIN presentation**

**(Discussion)**

**a. will introduce Career Point Team in Mendocino and Lake**

Christy Gard, Project Director, CareerPoint North Bay; [cgard@careerpointnorthbay.org](mailto:cgard@careerpointnorthbay.org) Brian Hooker –

CareerPoint North Bay One Stop Operator – [bhooker@careerpointnorthbay.org](mailto:bhooker@careerpointnorthbay.org)

Jacob Blue – Operations Supervisor [jblue@careerpointnorthbay.org](mailto:jblue@careerpointnorthbay.org) 707-681-2012

Laura Stanley Adult TDS (Talent Development Specialist) [LStanley@CareerPointNorthBay.org](mailto:LStanley@CareerPointNorthBay.org)

Dawn Farr Business Service Consultant for Lake and Mendocino County 707-349-4529 or 707-681-2016

[dfarr@careerpointnorthbay.org](mailto:dfarr@careerpointnorthbay.org)

Charles Burkett - Adult And Dislocated Worker Talent Development Specialist for Mendocino County. (707)

708-3024 [CBurkett@careerpointnorthbay.org](mailto:CBurkett@careerpointnorthbay.org)

Belen Escareno, Adult Talent Development Specialist Lake and Special Projects,

[bescareno@careerpointnorthbay.org](mailto:bescareno@careerpointnorthbay.org)

Dawn Farr –Business Service Consultant for Lake and Mendocino

Jordan Pigg – Youth Talent Development Specialist/ Lake County- Jordan Pigg/

[jpigg@careerpointnorthbay.org](mailto:jpigg@careerpointnorthbay.org)

Victoria Watson Talent Development Specialist for Lake County. Also assist with Mendocino at times.

[VWatson@careerpointnorthbay.org](mailto:VWatson@careerpointnorthbay.org) 707-681-2014

Requested roster from Christy Gard. Will send electronic to Euline.

**b. PAIRIN personnel and role/goal updates (new owner of Community Pro)**

Sarah Yaksic – Project Manager--working on improvements

Beth Lehrer—Product Manager for CommunityPro Suite—Beth have worked with our consortium from its early stage of development.

**18. Director's Update**

**(Discussion)**

**a. 3-Year Strategic Planning**

- Euline shared the template for the 3-year planning
- Euline has asked members to volunteer to have a Strategic Planning Workgroup
- Strategic Planning Workgroup members choose webinars to attend and will report to the group

Discussion: Christy Smith – there are about 10 workshops/webinars. It would be great if each workgroup could attend at least one and report out to group as part of the process.

Slide 11 – reviewed details for strategic planning workgroups – CAEP Director's workshops are not only for CAEP directors.

Euline is sending out list of CAEP webinars for us to “sign up” – Beth Hampson suggested we use a Google Doc to sign up – send volunteers the google doc.

**b. Brown Act—[Brown Act Update](#)**

- Euline reminded members that starting on October 8<sup>th</sup> meeting, agenda of ML ACE meeting must be posted in a public-accessible area where the member is joining the meeting via Zoom. In the agenda, the location of member's Zoom meeting location will be included. Please send them to Euline by October 1<sup>st</sup>. No approval yet to meet in person. Voting members only.

c. CAEP Webinars—

- 3-Year Planning webinars on September 20-24-register [here](#)
- CAEP Summit 2021-Virtual Summit: register [here](#)

d. Other Pertinent CAEP information: [CAEP Newsletter August 2021](#)

19. Member Updates—summary, updates and concerns

(Discussion)

Consortium members will share any current updates, summary and concerns regarding their programs. (Just for this meeting will be August absentee programs. Group approved. For future meetings, we could highlight 2 or 3 member updates per meeting. Workgroup presentations coming up, so lots to report!)

- g. Anderson Valley—no update at this time.
- h. Fort Bragg Unified - For Costal Adult School - Fort Bragg: About 40 students will attending (independent study and in person) for High school diploma. For ESL and Citizenship, about 40 students were contacted as well.
- i. Kelseyville Unified—no update at this time.
- j. Lake County of Education – general update is medical assistant program started 09/8 with 10 students same two instructors. CNA started on 8/11 with 7 (seven) students. Career Point as a partner is appreciated very much. No testing/instruction in jail still because of COVID 19. Upcoming email for spring CNA program. Using Facebook Live and it is working great! Posting stories on social media has helped increase attention to program.
- k. Leggett Unified School District—no update at this time
- l. Mendocino County of Education—no update at this time
- m. Mendocino College (Centers, HSE/HEP) – Monica Flores new Lake Center MCC Director – looking at bringing a Basic Skills class to their center. Jackeline Orozco – recent immigration event helped enroll new people
- n. Round Valley
- o. Ukiah Unified – those who do HSD are you all aware of AB104 and its implications. – Joe DP aware, Jeff R. not aware – CS and JR will meet up later. Wanted to make sure students from both counties are being helped by Charles Burkett. Christy Gard and Christy Smith will check in with each other after meeting if that is the case. UVAH – Pam Jensen – July and August 6 people employed with one client at \$13/hour and the rest a/ or above \$15. Great time to be looking for work in our area! Pam is retiring at end of October – Dorian Tanaka will be working with Pam through the end of October.
- p. Upper Lake Unified – Jeff Sturr – surviving! Has 5 new students, but otherwise status quo – different this year for alternative education than last year. Still using CyberHigh.
- q. Willits Unified

20. Public Comments/ Correspondents

--via Zoom

(Discussion)

***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.***

***Public comments received from:***

- A. Dawn Farr – 10/21/2021 is an event at Konocti Harbor for hospitality sector – it’s a hiring event, not a job fair 12-4 on Thursday.**
- B. Twin Pine Casino has a job fair 9/15 and at LC Fairgrounds 9/22 from 9 to 4pm for Veterans Services**
- C. For CareerPoint - Christy Smith advocating posting info from Lake/Mendocino Counties to the North Bay Career Point website.**

**21. Adjournment      First motion/Seconded/Approve:    Christy S/Beth H 6/0/0/5                      Time: 11:17  
(Action)**

**A.      Reminders:**

- b. CommunityPro Suite Training from 11:40-1pm after the meeting today, September 10**
- c. Meeting Date and Time: October 8, 2021 at 10 am-1:00 pm**
  - i. Group 1: Program Review in October: AVUSD, FBUSD, KVUSD, ULUSD, WUSD**
  - ii. Group 2: Program Review in November: MC, UUSD, LCOE, MCOE**
  - iii. 3-year strategic Planning Workgroup October: Section 1 of the Template**