

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

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

September 16, 2022 10-12:00 p.m.

**Mendocino College**

1000 Hensley Creek Rd.

Ukiah CA 95482

Room: LLRC 4210

**AGENDA**

1. **Call to Order**      **Start time:** **(Action)**
2. **Roll Call of Voting Members** **(Action)**
3. **Changes/ Modifications to the Agenda** **(Discussion/Action)**
4. **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.*
  - August 19 2022 Minutes
5. **Overview of next 6 months** **(Discussion/Action)**
  - ML ACE will review deadlines and upcoming events for the next 6 months.
6. **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:**
7. **Non-credit Courses update from Amanda Xu, Dean of Centers–Mendocino College** **(Discussion)**
8. **Member Update—link: [ML ACE Consortium Monthly Update](#)** **(Discussion/Action)**  
Members will update via shared google sheets and will highlight updates if needed.
  - a. **Anderson Valley Adult School**
  - b. **Fort Bragg Coastal Adult School**
  - c. **Kelseyville Ed Donaldson Adult Ed Center**
  - d. **Lake County of Education–CTE**
  - e. **Leggett Valley Adult School**
  - f. **Mendocino County of Education-CTE**
  - g. **Mendocino College (Centers, ESL, HSE/HEP)**
  - h. **Ukiah Adult School**
  - i. **Upper Lake Adult Ed Program**
  - j. **Willits–Sanhedrin Adult Ed High School Diploma**
9. **Director’s Update –** **(Discussion/Action)**  
Euline will share updates from CAEP and relevant information for the consortium.
  - A. **New consortium member representatives–School Board Approved**
  - B. **Budget and Workplan Q & A with Joe Atherton, Director of Fiscal Services, Mendocino College**
    - a. Joe will answer questions about:
      - i. **Setting 22/23 Budget And Workplan**

- ii. What to put in NOVA
- iii. Quarterly Member expense reports in NOVA
- b. Euline and Joe will answer questions from the CAEP Fiscal Management Guidance:  
<https://caladulthood.org/DownloadFile/1217>
  - i. Targeted Expenditures
  - ii. FIFO—First in, First out
  - iii. allowable funds
  - iv. Carryovers

**10. Adjournment**      **First motion/Seconded/Approve:**      **Time: (Action)**

**A. Reminders:**

- a. **Meeting Date and Time: October 14, 2022 at 10 am-12: 30 pm (Hybrid: in person and Zoom)**