

Mendocino/Lake Adult and Career Education

(ML ACE) Month Meeting

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

February 21, 2025 from 10-2pm (Regular Meeting and Leadership Workshop)

Mendocino College

1000 Hensley Creek Rd.

Ukiah CA 95482

In person location: LLRC 4210—Upper-Level Library/Learning Resource Center

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.

January 10, 2025 Minutes Roll Call vote: Ayes: Nays: Abstain: Absent:

- a. Anderson Valley
- b. Fort Bragg
- c. Lake County Office of Education
- d. Lakeport
- e. Leggett Valley
- f. Mendocino College
- g. Mendocino County Office of Education
- h. Ukiah
- i. Willits

- 5. Overview of next 6 months See link: [12 Month MLACE Schedule](#) (Discussion/Action)
ML ACE will highlight certain deadlines and members review upcoming events for the next 6 months.
Next meeting: **March 21, April 11, 2025, May 9, 2025 and June 9 2025**

- 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.

- a. Acknowledgement of guests/community partners:
- b. Public comments received from:

7. **Approval of MLACE Monthly Meeting Schedule Fiscal Year 2025-2026 (Discussion/Action)**
MLACE agency voting members approve the monthly meeting schedule for 2025-2026. Dates subject to changes and upon consensus of the group.
8. **Guest Speaker**
guest speakers share and present information to the group about their services and scope of services that are relevant to adult learners, and adult and career education.
 - a. **Dodi Zotigh—Director, Healthcare Pathway program State Expansions Partnership with LCOE and MCOE**
 - b. **Noel Woodhouse—Sustainable Construction Trade (CTE) coordinator and Faculty**
9. **Member Updates- Please fill out Google Sheet: [2004-2025 MLACE Monthly Member Update](#) (Discussion)**
 - a. **Topic for Member Discussion: Takeaways from the Community Partners’ Luncheon and Presentation**
10. **Director’s Update:**
Director will give updates/information on CAEP, MLACE and/or TE topics.
 - a. Consortium Level Program Review—Budget in NOVA
 - b. Discussion: **supporting our ESL and Basic skill students**
11. **Group Work: 3 year planning—Strategies, Activities and outcomes**
 - a. The group will work collaboratively to create strategies, activities with CAEP outcomes to move our Three Year Planning work onward.
 - b. Leadership Workshop
12. **Adjournment Time: First motion/Seconded/Approve: (Action)**
 - A. **Reminders: Next Meeting Date and Time: *February 21, 2025 10-1pm***
 - B. **[CAEP Due Dates:](#)**

March 2025

- **Mar 1:** 22/23 and 23/24 and 24/25 Member expense report is due in NOVA. (Q2)*
- **Mar 31:** End of Q3
- **Mar 31:** 22/23 and 23/24 and 24/25 Member Expense Report certified by Consortia in NOVA (Q2) *

April 2025

- **Apr 30:** Student Data due in TOPSPro (Q3)
- **Apr 30:** Employment and Earnings Follow-up Survey



May 2025

- **May 2:** CFAD for 2025-26 due in NOVA *

June 2025

- **Jun 1:** 24/25 Member Expense Report due in NOVA (Q3)
- **Jun 20:** CAEP Three-Year Plan Due
- **Jun 30:** 24/25 Member Expense Report certified by Consortia in NOVA (Q3) *
- **Jun 30:** End of Q4

Lunch

Leadership Workshop