



Minutes | Santa Barbara CAEP Consortium Regular Public Meeting

October 7, 2020 | 9:07am-10:11am | Online via ZOOM | <https://sbcc.zoom.us/j/98005012658>

I. Call to Order

II. Roll Call & Establishment of Quorum

- a. Members present: Corlei Prieto, Gerardo Cornejo, Ray McDonald, Sharon Brown
- b. Quorum established

III. Welcome from the Interim Chair Corlei Prieto

- a. Corlei welcomes all attendees
- b. Consortium Member update
 - i. Ray relays the Workforce continues to be heavily impacted by COVID and that the local One-Stop operator services continue to move their services online.
- c. Corlei Prieto provides announcements and legislative updates
 - i. She relays that the State CAEP Office has provided a series of online tools and resources for all CAEP Consortia to transition to online learning. The State recommends they utilize OTAN: Outreach & Technical Assistance Network services.
 - ii. She encourages the Consortium to attend this year's annual CAEP Summit held on October 26th-29th. Topics will include Student Support Services, Equity and Cultural Responsiveness, Leadership Fundamentals, Data and Accountability and Transition Services

IV. Public and Entity Comment

- a. *See below for Zoom chat box questions and dialogue*

V. Consent Items

- a. August 5, 2020 Public Meeting Minutes
 - i. Vote: Ayes: 3

VI. Community of Practice on Equity

Presentation by NC English as a Second Language Program Leader, Sachiko Oates

VII. Marketing & Outreach: "Champion List"

Presentation by Juliana Minsky

VIII. Action Items

- a. Program Leader Requests for Addendums to Programs:
 - i. Santa Barbara Public Library, presented by Devon Cahill
 - ii. Devon requests to move funds from the salaries category (5000) to the Supplies and Hardware categories (4000 and 5000). This reallocation will enable the library to purchase more ServSafe food handler/manager courses and assessment codes, Chromebooks, and Wi-Fi hotspots with data plans to better meet the goals outlined in the original RFP.
Corlei entertains a motion to approve. Ray made the motion, Gerardo seconded.
Vote: Ayes: 3
- b. CAEP 2020-2021 YR6 Request for Proposals & Activity Charts
 - i. Recommend to Approve or Deny
Corlei provides a brief overview of the YR6 Request for Proposals & Activity Charts and relays that all submissions were missing key components and Consortium requirements that included the incorporation of CTE programming, inclusion of Carpinteria, and detailed plan for partnerships.
**Public Comment: see below for Zoom chat box questions and dialogue*
Corlei entertains a motion for Consortium discussion. Gerardo made the motion, Ray seconded.
Vote: Ayes: 3
After discussion, the Consortium recommends: 1) deny all submissions; 2) Corlei work with respective program leaders to assist them to revise their RFPs and Activity Charts; 3) Corlei recuse herself from voting for final submissions to be reviewed and approved at the November 4th CAEP Public Meeting.
Corlei entertains a motion to approve, Gerardo made the motion, Ray seconded.
Vote: Ayes: 3
- c. CAEP 2020-2021 YR6 Budget for Programs
The Consortium reviews the YR-6 draft budget. The total allocation is \$832,637.00. The Consortium concludes to allocate 72% to programming and 28% to Administration & Umbrella services.
Corlei entertains a motion to approve, Ray made the motion, Gerardo seconded.
Vote: Ayes: 3

- d. CAEP 2020-2021 YR6 Annual Plan & Three Year Plan: NC Employment Center
Corlei briefly summarizes the CAEP NC Employment Center initiative. The recommendation is to move this initiative from NC Student Support Services to NC Career Skills Institute and edit the Annual and Three-Year Plan to reflect this change.
**Public Comment: see below for Zoom chat box questions and dialogue*
Corlei entertains a motion to approve, Ray made the motion, Gerardo seconded.
Vote: Ayes: 3

IX. Next Regular Public Meeting

- a. November 4, 2020

X. Adjournment

- a. 10:11 am

***Public Comment: Zoom chat box questions and dialogue**

Zoom Chat box dialogue:

Natalie Holdren: Can you clarify? Are you saying that none of the current RFP submissions are being awarded because they haven't met the requirements of the RFP process?

Corlei response: Correct. Yes.

Danny Fitzgibbons: It sounds like this will require individual meetings to be able to review the RFP's and discuss additions and/or modifications.

Corlei response: Yes.

Natalie Holdren: You mentioned wanting more clarification about transitioning to and improving online systems while local K-12 districts are returning to in-person. Are you hoping for more proposals that are rooted in remote services?

Corlei response: Yes.

Sachiko Oates: @Natalie. Great question. also it depends on the population we are serving

Sachiko Oates: I think the needs for some in person services are greater for low literacy or students with IEPs

Danny Fitzgibbons: How soon will these meetings happen?

Corlei response: As early as next week. Individual meetings as well as a group meeting to review one and three-year Consortium plans.

Danny Fitzgibbons: Great! We're ready!

Danny Fitzgibbons: Have you decided on a facility for this NCEC? Will it reside at Wake Center?

Corlei response: Yes. SBCC Schott Center, Room #1 and Wake Main Campus Office.

Danny Fitzgibbons: What about expanding this service out to Goleta at the Community Center?

Corlei response: Absolutely.

Sachiko Oates: Will there be an office at Wake as well? or an extension office with staff hours 2 -3 days a week.

Corlei response: Yes both noncredit campuses. Staffing hours tbd with Career Skills Institute Assoc. Director, Jeanette Chian.