

General Meeting

Monday, December 12, 2022

12:00 p.m.

MiraCosta Community Learning Center - 1831 Mission Ave., Oceanside - CLC119 or

Zoom: <https://miracosta-edu.zoom.us/j/96011199685>

Meeting ID: 960 1119 9685

Or Dial: 16699006833

AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. APPROVE TELECONFERENCING FOR MEETINGS PURSUANT TO AB 361
4. APPROVALS
 - A. August 15, 2022, General Meeting Minutes
5. PUBLIC COMMENTS: Members of the audience may address the CNCAEC on any item listed on the agenda during this time. Comments will be limited to three (3) minutes per person for a total of thirty (30) minutes of public comment. Members of the CNCAEC are not required to respond directly to comments made at this time.
6. CHANGES IN AGENDA ORDER
7. PRESENTATIONS:
 - A. Three-Year Allocations & Expenditures Overview
8. INFORMATION ITEMS
 - A. AB 1491, Adult Education Consortia: Carryover of Allocated Funds
 - B. Community Showcase
 - C. Discussion of Future Meeting Formats
9. ADJOURNMENT



Coastal North County Adult Education Consortium (CNCAEC)

AUTHORIZING TELECONFERENCING FOR MEETINGS PURSUANT TO AB 361

BACKGROUND

On March 4, 2020, Governor Gavin Newsom declared a State of Emergency to enable state and local agencies to more effectively respond to the threat of COVID-19. ON March 17, 2020, Governor Newsom issued Executive Order N-29-20 suspending certain provisions of the Brown Act pertaining to teleconferenced meetings. On June 11, 2021, Governor Newsom issued Executive Order N-08-21, which extended the provisions of Executive Order N-29-20's authorization for holding virtual meetings, with an expiration date of September 30, 2021. On September 16, 2021, Governor Newsom signed AB 361 (Rivas) as urgency legislation effective immediately, which provides that legislative bodies may continue to meet remotely during a declared State of Emergency subject to certain conditions.

STATUS

In an effort to safeguard the health of our students, employees, and community members and to provide greater access to the Coastal North County Adult Education Consortium (CNCAEC) general meetings, the board is presented with a resolution authorizing teleconferencing for meetings, declaring emergency conditions exist throughout the district campuses and facilities as a result of the continued State of Emergency under Government Code section 54943. The board has been provided regular updates on this matter.



Coastal North County Adult Education Consortium (CNCAEC)

TELECONFERENCING REQUIREMENTS DURING A PROCLAIMED STATE OF EMERGENCY

WHEREAS, the Ralph M. Brown Act requires that all meetings of a legislative body of a local agency be open and public and that any person may attend and participate in such meetings;

WHEREAS, the Brown Act allows for legislative bodies to hold meetings by teleconference but imposes specific requirements for doing so;

WHEREAS, on March 17, 2020, in order to address the need for public meetings during the present public health emergency, Governor Newsom issued Executive Order No. N-29-20, suspending the Act's teleconferencing requirements; and

WHEREAS, on June 11, 2021, Governor Newsom issued Executive Order No. N-8-21, continuing the suspension of the Brown Act's teleconferencing requirements through September 30, 2021; and

WHEREAS, these Executive Orders allowed legislative bodies to meet virtually as long as certain notice and accessibility requirements were met; and

WHEREAS, the State Legislature amended the Brown Act through Assembly Bill No. 361 (AB361) on September 16, 2021; and

WHEREAS, AB 361 amended the Brown Act so that a local agency may use teleconferencing without complying with the regular teleconferencing requirements of the Act, where the legislative body holds a meeting during a proclaimed state of emergency and makes certain findings; and

WHEREAS, Government Code section 54953 requires that the legislative body make additional findings every 30 days in order to continue such teleconferencing.

NOW, THEREFORE, the legislative body of the CNCAEC hereby finds, determines, declares, orders, and resolves as follows:

1. That the foregoing recitals are true and correct and incorporates them by this reference.
2. The CNCAEC Board finds, by a majority vote, the following:
 - a. That there exists a proclaimed state of emergency; AND either:
 - b. The Board is meeting for the purpose of determining one of the following, or more than 30 days have passed since the Board met and determined one of the following, and the Board now re-determines one of the following:



Coastal North County Adult Education Consortium (CNCAEC)

- i. As a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

 - ii. State or local officials have imposed or recommended measures to promote social distancing; OR
- OR
- c. This Board has made the determination set forth in subdivision (b), above within the last 30 days and now makes the following determination:
 - i. The Board has reconsidered the circumstances of the state of emergency; AND
 - ii. Any of the following circumstances exist:
 - 1. The state of emergency continues to directly impact the ability of the members to meet safely in person.
 - 2. State or local officials continue to impose or recommend measures to promote social distancing.

General Meeting
Monday, August 15, 2022 12:00 p.m.

Draft-Minutes

MiraCosta College - Zoom: <https://miracosta-edu.zoom.us/j/96011199685>

Meeting ID: 960 1119 9685

	Agenda Topic	Discussion	Outcome
1	Call to Order	Meeting called to order at 12:01 p.m. by John Makevich	
2	Roll Call	John Makevich, Vicki Gravlin, and Manuel Zapata	Absent: MaryLynn McCorkle
3	APPROVE TELECONFERENCING FOR MEETINGS PURSUANT TO AB 361	A. Resolution to continue the CNCAEC meetings remotely.	John Makevich motioned for approval. Vicki Gravlin seconded. The board approved unanimously.
4	Approve Meeting Minutes	A. June 6, 2022, Special Meeting Minutes No questions, comments, or corrections.	John Makevich motioned for approval. Vicki Gravlin seconded. The board approved unanimously.
5	Public Comments	No public comments.	
6	Change in Agenda	Move action items prior to consent items.	John Makevich motioned for approval. Vicki Gravlin seconded. The board approved unanimously.
7	Action Items	A. Accept Board Member for San Diego Workforce Partnership. Sara Fox moved on to other opportunities.	John Makevich motioned for approval of Frank Pancucci as a Board Member for San Diego Workforce Partnership. Vicki Gravlin seconded. The board approved unanimously.

8	Consent Items	<p>A. Review and Approval of the AEP Annual Plan James Hayes presented summary</p> <p>B. Consortium Fiscal Administration Declaration (CFAD) Amendment</p> <p>C. 2022-2023 General Meeting Calendar Replaced December 19th meeting to December 12, 2022</p>	<p>A. John Makevich motioned for approval of AEP Annual Plan. Manuel Zapata seconded. The board approved unanimously.</p> <p>B. John Makevich moved for approval of CFAD Amendment. Vicki Gravlin seconded. The board approved unanimously.</p> <p>C. John Makevich motioned to approve the amended 2022-2023 General Meeting Calendar with December 12th replacing December 19th. Vicki Gravlin seconded. The board approved unanimously.</p>
9	Adjournment	Meeting adjourned at 12:31 p.m. by John Makevich	John Makevich moved to adjourn.

DRAFT



COASTAL NORTH COUNTY ADULT EDUCATION CONSORTIUM (CNCAEC)

Three-Year Allocations & Expenditures Overview



December 2022

Agenda

- CAEP Funding Process
- CNCAEC Allocations
- CNCAEC Expenditures

CAEP Funding Process

- Annual Budget Appropriation
- Consortia Formula Allocation
- Funding Cycle Calendar

Allocations

\$ 1,219,848

2019/2020

\$697,926

Carryover

\$ 1,219,848

2020/2021

\$558,144

Carryover

\$ 1,269,252

2021/2022

\$293,038

Carryover

2019-20 Expenditures

1000 Instructional Salaries	\$	166,406
2000 Non-Instructional Salaries	\$	631,635
3000 Employee Benefits	\$	295,522
4000 Supplies and Materials	\$	50,704
5000 Other Operating Expenses & Services	\$	108,876
6000 Capital Outlay	\$	94,926
Total	\$	1,348,069

2020-21 Expenditures

1000 Instructional Salaries	\$	157,692
2000 Non-Instructional Salaries	\$	665,398
3000 Employee Benefits	\$	327,366
4000 Supplies and Materials	\$	88,338
5000 Other Operating Expenses & Services	\$	99,893
6000 Capital Outlay	\$	20,943
	Total	\$ 1,359,630

2021-22 Expenditures

1000 Instructional Salaries	\$ 125,187
2000 Non-Instructional Salaries	\$ 740,513
3000 Employee Benefits	\$ 352,593
4000 Supplies and Materials	\$ 1,198
5000 Other Operating Expenses & Services	\$ 198,570
6000 Capital Outlay	\$ 118,297
Total	\$1,536,358

Positions

- Instructional
 - Librarians
 - Faculty Members to Participate in Workgroups
 - Counselors
- Non-Instructional Salaries
 - Administration
 - Academic Support
 - Student Support
 - Instructional Support

Supplies and Materials

- Textbooks
- Instructional Supplies
- Outreach & Marketing
- Student Events

Operating Expenses and Services

- Professional Development
- Digital Marketing
- Instructional Software Licensing
- Printing and Mailing Schedule of Classes
- GED Vouchers

Capital Outlay

- Laptop Computers
- Computer Carts
- Classroom Equipment



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