



**Minutes | Santa Barbara AEBG Consortium Public Meeting
May 3, 2017 | SBCC Wake Campus Room 28 | 9:10am – 9:37am**

I. Call to Order

II. Roll Call & Establishment of Quorum

- a. Members present: Melissa Moreno, Ray McDonald, Gerardo Cornejo
- b. Members absent: Tony Bauer
- c. Quorum established

III. Welcome from the Chair

Melissa welcomes public meeting attendees and asks AEBG Program Leaders and representatives to introduce themselves, which included:

- i. Natalie Holdren who coordinates the Work Readiness and Career Planning Certificate Program for People with Disabilities
- ii. Amber Lloyd, Santa Barbara County (SBC) Administrative Coordinator and new SBC Human Resources Director, Leonie Mattison, who will work on the AEBG grant focusing on the Santa Barbara County Employees' University Passport Program

IV. Announcements

- a. Corlei Prieto:
 - i. Student Data and Accountability: CASAS TopsPro Enterprise
 - a. Corlei thanks the SBCC Information Technology Division for helping with the effort to extract data from Banner in order to upload into the CASAS TopsPro platform. The April 30th deadline for data submission was met.
 - b. Dean Moreno stressed that the data needs to be reviewed and corrected to demonstrate accurate data for the next August 1st data reporting deadline.
 - ii. Consortium Fiscal Administration Declaration (CFAD)
 - a. Successfully submitted. The Consortium is in great favor of having SBCC Fiscal Services as the sole fiscal agent as reflected in the CFAD.

V. Public and Entity Comment

- a. None

VI. Action Items

- a. Year 1 and Year 2 Quarterly Reports:
 - i. Career Skills Institute: Jail Program
Vote: Ayes: 3, Absentee: 1
 - ii. AEBG Coordinator: Hiring Manager for SBCC Consultants & Independent Contractors
Consortium determines that the AEBG Coordinator, Corlei Prieto will be the hiring manager for SBCC Consultants & Independent Contractors in order to streamline the hiring and management process for contractors. She will work directly with AEBG Program Leaders to ensure that they are part of this process.
Vote: Ayes: 3, Absentee: 1

VII. Consent Items

- a. April 5, 2017 Public Meeting Minutes
Vote: Ayes: 3, Absentee: 1

VIII. Closed Executive Session (Consortium Members only)

- a. Consortium reviews and approves the completion of work by Clarissa Morris, SBCC Consultant for the Pre-Apprenticeship Construction Technology program, thereby completing her SBCC Consultant contract.
- b. Corlei will work the SBCC Fiscal Office to ensure that final payment for her contract will be processed.

IX. Next Regular Public Meeting

- a. June 7, 2017

X. Adjournment

- a. 9:37am