

Meeting Minutes  
North Coast Adult Education Consortium  
August 5th, 2021 // 1:00pm – 3:00pm

**Members Present:** Pru Ratliff, Brad Albee, Randy Fugate

Others present: Anna Villagomez (CR), Connie Stewart (Humboldt Workforce Coalition), Kian Shores (Humboldt Workforce Coalition) Sunshine Cootauco (Humboldt Workforce Coalition), Emma Breacain (Humboldt Literacy Project)

**Call Meeting to order:**

Pru Ratliff called the meeting to order at 1:03pm.

Additions/Adjustments to Agenda: There were no additions or adjustments to the agenda.

Public Comment: there were no public comments.

Approve Consent Agenda // Minutes from 04-16-2021: Randy Fugate made a motion to approve the consent agenda and minutes from 04-16-2021. Brad Albee seconded the motion. With no further discussion, the items were approved by the members in attendance.

**Allocations for 2021-22 & 2022-23**

Pru Ratliff noted that there is a slight increase for allocations. Approval is due by 09-01-2021. Randy Fugate, Brad Albee both approved allocation amounts.

**Annual Plan**

Pru Ratliff noted that a great amount of work has been done over the last few months, all information is loaded into NOVA. Asked if everyone has looked things over and are we ready to approve? Randy Fugate and Brad Albee both noted that they are read to approve. Also discussed certification. Randy and Brad both noted that they are done.

**Upcoming Deadlines**

Review of Deliverables Calendar for upcoming due dates

**Meeting Dates:**

Discussion amongst members in attendance regarding meetings:

- Will we continue to meet via Zoom or will we meet in person?
- Do the dates look okay?
- Does this time still work for everyone?

Dates and times look fine. We will continue to meet via Zoom for now.

**Member Updates:**

Pru Ratliff re-introduced Anna Villagomez to the group. Anna is Adult and Community Education's Student Development Advisor. She is available for outreach efforts to talk about our classes.

Brad Albee noted that their Adult Education person is focusing on citizenship classes.

Randy Fugate that they are hopeful that they are hopeful that ESL classes will be coming back soon. They have a meeting next week with stakeholders in the area to discuss needs.

**Adjourn:**

Pru Ratliff adjourned the meeting at 1:37pm