

Consortia Report on Governance Compliance of Rules and Procedures

Download and save this Word document, open it and fill in the various fields, print the completed form, sign, scan and email to the AB86 inbox: ab86@cccco.edu. Due by October 31, 2015 or sooner so that we can accept your 15-16 annual plan, consortium allocation schedule, budget, and 1st Quarter expenditure report.

Consortium Name:

Planning Grant Fiscal Agent Name (for tracking purposes only):

Consortium Point Person (or person submitting this document):
Name:

Consortium Role: E-

Mail:

1. Have all community college districts, school districts, or county offices of education, or any joint powers authority consisting of community college districts, school districts, county offices of education, or a combination of these, located within the boundaries of the adult education region been allowed to join the consortium as a member?

[In our area, there is only one community college district \(Copper Mountain Community College District--CMCCD\) and one K-12 district \(Morongo Unified School District--MUSD\) located within the boundaries of our adult education region. Both CMCCD and MUSD are the members of our consortium, in accordance with Article 9, Section 84917 of the Adult Education Block Grant.](#)

2. Have all members committed to reporting any funds available to that member for the purposes of education and workforce services for adults and the uses of those funds? How will the available funds be reported and evaluated?

[Both members have committed to report funds.](#)

3. How will you assure that each member of the consortium is represented only by an official designated by the governing board of the member?

Members will provide copies of the Board minutes designating the voting member or designee to the consortium.

4. How will you assure that all members of the consortium shall participate in any decision made by the consortium?

All members will be notified of all consortium meetings via email, and when we don't receive an RSVP, we will follow-up with phone calls. Meeting times will be posted according to the Brown Act. We highly encourage members attend and participate in the discussions and decision-making of the consortium.

5. What will be the relative voting power of each member?

e.g. 1 member = 1 vote

e.g. 1 institution = 1 vote (thus giving districts with multiple institutions multiple votes)

e.g. Other (e.g., votes proportionate to adult students served)

Each member gets one vote.

6. How will decisions be approved?

e.g. by majority vote of 51%, or 50% +1 vote, or $\frac{2}{3}$ of votes

e.g. by consensus

Majority vote—over 50%.

7. How did you arrive at that decision-making model?

This was our process during the planning phase, and we will continue to use this model as it seems most effective.

8. How will proposed decisions be considered in open, properly noticed public meetings of the consortium at which members of the public may comment?

Meeting notices will be posted at least seventy-two hours prior to the beginning of the meeting. We will also post notices on our websites and send emails to all subscribers of the CMCCD email system as well as to email subscribers of MUSD.

9. Describe how will you provide the public with adequate notice of a proposed decision and consider any comments submitted by members of the public?

As indicated above, we will post agendas on the CMCCD campus outside the President's Office and at the Bell Center where we will have consortium meetings. In addition, we will send email notices to subscribers of the CMCCD and MUSD email system.

10. Describe how comments submitted by members of the public will be distributed publicly.

Any comments received from the public will be distributed to attendees at our consortium meetings and will be noted in the meeting's minutes.

11. Describe the process by which the consortium will solicit and consider comments and input regarding a proposed decision from other entities located in the adult education region that provide education and workforce services for adults. Such entities will include but not necessarily be limited to, local public agencies, departments, and offices, particularly those with responsibility for local public safety and social services; workforce investment boards; libraries; and community-based organizations.

In addition to CMCCD and MUSD members of our consortium, we periodically hold a Community Advisory Board meeting that follows Robert's Rules and the Brown Act. Representatives from local public and social service agencies attend the meetings and provide comments that assist the consortium in making decisions. The meetings are always open, and anyone in attendance from the public is allowed to provide comments.

12. How will you determine approval of a distribution schedule pursuant to Section 84913?

The consortium will approve a distribution schedule pursuant to Section 84913 at a regularly scheduled and open meeting.

13. Has the consortium A) designated a member to serve as the fund administrator to receive and distribute funds from the program or B) chosen to have a funds flow directly to the member districts based upon the approved distribution schedule?

The consortium has designated Copper Mountain Community College District as the fund administrator to receive and distribute funds from the program.

14. How will members join, leave, or be dismissed from the consortium?

Since CMCCD and MUSD are the primary members representing, respectively, the one local community college district and the one local K-12 district, these entities serve as the members of the consortium.

15. Does the consortium have a formal document detailing its working beyond the questionnaire?
(Please provide a link)

We are in the process of developing a link on the CMCCD website that will provide all information regarding our consortium, including the decisions that will be made regarding adult education in the Morongo Basin.

Consortium Member Signature Block

Name:

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Date:

02 November 2015

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Name:

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Date:

02 November 2015

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Deborah Turner,

Consortia Member:

Morongo Unified School District

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Amy Woods

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