

## 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 1<sup>st</sup> Quarter expenditure report.*

Consortium Name:

Southern Alameda County Consortium (Ohlone)

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

Ohlone Community College

Consortium Point Person (or person submitting this document):

Name:

Jessica Wilder

Consortium Role:

Co-Chair

E-Mail:

jwilder@nhusd.k12.ca.us

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?

Yes.

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?

Yes. Each member is committed to self-reporting of the amounts and use of all funds received for the purpose of education and workforce services for adults. Members will provide a written report of said information to the consortium leadership team.

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?

Each member of the consortium will provide written authorization from their respective governing boards authorizing an official consortium representative and in some cases, an alternative representative.

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

Official representatives from each member organizations must be present in order for a decision to be made.

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 will have 1 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

Decisions will be made through consensus. However, if a consensus cannot be reached, the office representative from Mission Valley Regional Occupation Program, as a super partner of the consortium will be response for breaking the tie.

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

It was reached through collaborative discussion and consensus.

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 times and agendas will be posted at each members' site and online. The public will be invited to participate.

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?

Meeting times and agendas will be posted at each members' site and online at least 1 week in advance. The public will be invited to participate.

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

Meeting minutes (including public comment) will be posted on consortium's website and by post upon request.

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.

Consortium is committed to receiving input at annual summit, targeted/specific leadership meetings, and by including partners into program area workgroups.

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

Funds will be distributed based on consortium objectives. Objectives and funding will be made through consensus. This information will be shared with our fiscal agent.

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?

Ohlone Community College will remain as the fiscal agent for our consortium.

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

All eligible members have joined. Members have the right to leave consortium at any time and can be dismissed from the consortium based on non-compliance and/or participation.

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

The original plan documents the process by which the consortium receives input and the decision-making process by consensus.

Name:

Gladys Kiefer

Consortia Member:

Fremont Unified School District

Email:

gkiefer@fremont.k12.ca.us

Date:

September 17, 2015

Signature Box:

*Gladys Kiefer*

Name:

Mark Lieu

Consortia Member:

Ohlone Community College

Email:

mlieu@ohlone.edu

Date:

September 17, 2015

Signature Box:

A handwritten signature in black ink, appearing to read "Mark Lieu", enclosed within a rectangular box. The signature is written in a cursive style with a long horizontal stroke extending to the right.

Name:

Marc Lopes

Consortia Member:

Newark Unified School District

Email:

mlopes@nUSD.k12.ca.us

Date:

September 17, 2015

Signature Box:

*Marc Lopes*

Consortium Member Signature Block

Name:

Jessica Wilder

Consortia Member:

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Date:

September 17, 2015

Signature Box:

*Jessica Wilder*