



Credential Counselors and Analysts of California
Board of Directors and President's Advisory Committee

MINUTES

Thursday, July 1, 2021
10:00 a.m. – 12:00 p.m.
Zoom

Call to Order

After a quorum was determined, the July 2021 meeting of the CCAC Board of Directors and Advisory Committee was called to order by President Jennifer Elemrani at 10:06 a.m.

BOARD OF DIRECTORS PRESENT: Jennifer Elemrani, Rachele Sousa, Tina Torres, Katie Tucciarone, Edith Thiessen

PRESIDENTIAL ADVISORY COMMITTEE PRESENT: Maricela Ibarra Aceves, Sharon Nilsson, Hunter Ferrara, Melissa Cook-Rodriguez, Shannon Nelson, Randee Haney

CONFERENCE COMMITTEE MEMBERS: Paul Deal

EXCUSED ABSENCES: Kandi Gravenmier

INVITED GUEST: None

AGENDA ITEMS

I. Review of Minutes and Agenda - Action Items

Jennifer Elemrani

- A. **July 1, 2021 Agenda** – Review and Approve A motion was made by R. Sousa, seconded by T. Torres to approve the July 1 meeting agenda. None opposed, no abstentions, and the motion carried, the vote to approve was unanimous. A copy of the [July Agenda](#) is linked.
- B. **May 20th Board of Directors and Advisory Committee Minutes** – May 2021 Review and Approve A motion was made by T. Torres, seconded by R. Sousa to approve the May 20th meeting minutes. None opposed, no abstentions, and the motion carried, the vote to approve was unanimous. A copy of the [May Board of Directors + Advisory Committee Meeting Minutes](#) are linked.

II. President's Report

Jennifer Elemrani

- A. **Future Meetings:** It was suggested that we speak with Mary Sandy first to see if the CTC plans to hold in person meetings soon and we then align our schedule with them. At that time we could meet with the new head of the Professional Services Division. Meeting in person would also allow for us to get more work done in regards to bylaws and conference planning. The Holiday Inn and DoubleTree are the two that we used in the past. K. Tucciarone will look into this more with a target stay in September.

III. Vice President for Programs/Conference Chair

Tina Torres

- A. **Virtual Conference Update:** Email sent to Rhonda to confirm that we will have an in person conference in November 2022. Question was asked if CTC could do a virtual conference in November 2021.

- B. **Conference Hotel Contracts:** We need to sign contracts with the DoubleTree as soon as possible. Travel to Sacramento may need to happen, however T. Torres and J. Elemrani will inquire about this. We should have contracts signed for 3 years in advance. It was also suggested that we look into the percentage they bill us should a conference need to be cancelled.

IV. Immediate Past President

Edith Thiessen

- A. Nothing to Report

V. Vice President for Membership

Rachelle Sousa

- A. Current Membership Numbers: One new number from a District.

County	District	IHE	Charter	Other
80	609	155	117	7
			TOTAL	1068

VI. Treasurer

Kandi Gravenmier (not present)

- A. Budget/bookkeeping numbers
 B. **CD:** We have a CD that is collecting \$25 a year and the approved list of those that can handle it is outdated. R. Sousa proposes that we close the CD and move it to the savings account.

A **Motion** was made by K. Tucciarone, seconded by J. Elemrani to close the CD in the amount of \$75,350.42 and move it to the CCAC Savings account. None opposed, no abstentions, and the motion carried, the vote to approve was unanimous

VII. Secretary

Katie Tucciarone

- A. DoubleTree: K. Tucciarone will look into reserving rooms and a meeting room for a possible September in person meeting.

VIII. Webmaster

Paul Deal

- A. A **Motion** was made by K. Tucciarone, seconded by R. Sousa to pay *Results Direct/ Eventsential* invoice for \$2500 to cover the period from July 1, 2021 - June 30, 2022. None opposed, no abstentions, and the motion carried, the vote to approve was unanimous

IX. President's Advisory Committee Reports

Sr. County Representative, Sharon Nilsson
 Sr. District Representative, Shannon Nelson
 Sr. IHE Representative, Maricela Ibarra

Jr. County Representative, Hunter Ferrara
 Jr. District Representative, Melissa Cook-Rodriguez
 Jr. IHE Representative, Randee Haney

Meeting adjourned at 11:28 p.m.

Next meeting:

- CCAC Board of Directors and President's Advisory Committee: August 30, 10:00-12:00, via Zoom
- CTC Meeting: Thursday & Friday, August 5-6, 2021, [Meetings \(ca.gov\)](https://www.ca.gov)