



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

Thursday, May 20, 2021
10:00 a.m. – 11:58 p.m.: Zoom

Call to Order

After a quorum was determined, the May 2021 meeting of the CCAC Board of Directors and Advisory Committee was called to order by President Jennifer Elemrani at 10:03 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: Denise Payne

AGENDA ITEMS

I. Review of Minutes and Agenda - Action Items

Jennifer Elemrani

- a. **May 20, 2021 Agenda – Review and Approve** A motion was made by T. Torres, seconded by K. Tucciarone to approve the May 20th meeting agenda. None opposed, no abstentions, and the motion carried, the vote to approve was unanimous. A copy of the [May Agenda](#) is linked.

- b. **April 8th Board of Directors and Advisory Committee Minutes – April 2021 Review and Approve**
A motion was made by K. Tucciarone, seconded by T. Torres to approve the April 8th meeting minutes. None opposed, no abstentions, and the motion carried, the vote to approve was unanimous. A copy of the [April Board of Directors + Advisory Committee Meeting Minutes](#) are linked.

II. President's Report

Jennifer Elemrani

1. Proposed meeting dates: July 1, August 12
2. Goal setting for remainder of 2021 – discussion
 - a) **Updating bylaws and policies:** Committee will be formed under the leadership of E. Thiessen to look over Bylaws. Policy updates will also be looked at. Bylaw changes need to be reviewed by the attorney and voted on by the Membership. The Board can vote on changes to the policies.

 - b) **Future CCAC events:** Ideas presented were Spring Regionals in Spring 2022. Another option is a virtual Fall Conference. We can look into having Evensential. Idea: 2-3 day Conference. CTC does a presentation each day and then we break out into smaller groups each day. Systems meeting...Regionals. Keep with the November timeline. T. Torres will reach out to the CTC to see if they can participate and in what capacity.

III. Immediate Past President **Edith Thiessen**
a. Nothing to report at this time.

IV. Vice President for Programs/Conference Chair **Tina Torres**
a. Nothing to report at this time.

V. Vice President for Membership **Rachelle Sousa**
a. Current membership numbers listed below
Total 1067
County 80
District 608
IHE 155
Charter 117
Other 7

VI. Treasurer **Kandi Gravenmier**
a. Budget/bookkeeping updates: May Profit and loss statements are available in Dropbox. Bond has been renewed through June 2022. PayPal money has been transferred. All Invoices paid. Tax year ends in October. Tax returns should be filed in February.
b. Money may need to be shifted to appropriate category to properly reflect Conference funds. Registration for the Conference opened in December 2020. It was suggested that we determine how much Conference cost us.

VII. Secretary **Katie Tucciarone**
a. Nothing to report

VIII. Webmaster **Paul Deal**
a. No updates:

IX. President's Advisory Committee Reports
Sr. County Representative, Sharon Nilsson Jr. County Representative, Hunter Ferrara
Sr. District Representative, Shannon Nelson Jr. District Representative, Melissa Cook-Rodriguez
Sr. IHE Representative, Maricela Ibarra Jr. IHE Representative, Randee Haney

X. Invited Guest **Denise Payne**
a. We need to schedule a Leadership Meeting with Mary and Erin and the person that filled Terri's position.

XI. Adjourn: 11:58 a.m.

XII. Next meeting:

- CCAC Board of Directors and President's Advisory Committee: July 1st from 10-12, via Zoom
- CTC Meeting: Wednesday & Thursday, June 17 – 18, 2021, [Meetings \(ca.gov\)](#)