



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

MINUTES

Monday, August 30, 2021

10:00 a.m. – 12:00 p.m.

Zoom

Call to Order

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

BOARD OF DIRECTORS PRESENT: Jennifer Elemrani, Tina Torres, Katie Tucciarone, Edith Thiessen, Kandi Gravenmier

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

CONFERENCE COMMITTEE MEMBERS: Paul Deal, Myla Adeva

EXCUSED ABSENCES: Rachelle Sousa, Sharon Nilsson, Shannon Nelson

INVITED GUEST: None

AGENDA ITEMS

I. Review of Minutes and Agenda - Action Items

Jennifer Elemrani

- A. **August 30, 2021 Agenda – Review and Approve** A motion was made by K. Tucciarone, seconded by T. Torres to approve the August 30th meeting agenda. None opposed, no abstentions, and the motion carried, the vote to approve was unanimous. A copy of the [August Agenda](#) is linked.
- B. **July 1st Board of Directors and Advisory Committee Minutes – July 2021 Review and Approve** A motion was made by T. Torres, seconded by E. Thiessen to approve the July 1st meeting minutes. None opposed, no abstentions, and the motion carried, the vote to approve was unanimous. A copy of the [July Board of Directors + Advisory Committee Meeting Minutes](#) are linked.

II. President's Report

Jennifer Elemrani

- A. **Future Meetings:** CTC has not yet determined when they will return to in-person meetings, but will contact us when they shift. Next Board Meeting will be held on October 18th at 10:00 am.
- B. **Policies updates:** We will hold off on revising these until we can meet in person.
- C. **BSR/SMC Changes:**
 - 1. **CSU Northridge:** Has a [website](#) with this information. Current Students may use the [CSU Northridge BSR Form](#) to request an evaluation. Prospective students will have a similar process.
 - 2. **UCSB:** Similar form situation as CSU Northridge. All applicants utilizing the mix and match approach must complete the [BSR Form](#). Only admitted students will be evaluated.

D. Website management/hosting

Paul Deal

- 1. Annual Cost will be \$990 since we are paying an annual fee and not a monthly fee. Paul will forward to Kandi a list of companies that should be paid.

III. Immediate Past President

Edith Thiessen

- A. **Elections:** Reminder that we will need to look at this soon and establish a timeline. We will begin by surveying current members to see if they will run again next year and to see if anyone on a current 2 years term is unable to continue their term.

IV. Vice President for Programs/Conference Chair

Tina Torres

- A. **Virtual conference update:** We will be talking with CTC tomorrow about this. Target is two days and to include Systems and Regional spaces. We will need to look at purchasing different Zoom licenses. Current Dates are: November 3,4,5. We will check with the CTC.
- B. **Conference hotel contracts:** 2022-23 Contract dates are. November 1-4. Need to discuss 2021-24 dates as well. T. Torres, J. Elemrani, and K. Gravenmier will email the DoubleTree today, August 30th to discuss all of this.
- C. **Eventbrite payment processing:** Collecting payment through Eventbrite instead of paypal. M. Adeva will look into this more.

V. Vice President for Membership

Rachelle Sousa (not present)

- A. Current Membership Numbers:

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

- B. **Member communications:** We will table this until the next meeting. CSU is using Slack. We would like to explore other ways to connect with our Members

VI. Treasurer

Kandi Gravenmier

- A. Budget/bookkeeping updates: Checking: \$133,807.88.
- B. Accounts update - approved signatures: We are updating the CCAC bank accounts in line with recent transitions - removing Denise Payne from the savings and checking accounts; adding Jennifer Elemrani to the savings and checking accounts; and adding Rachelle Sousa to the CD account

VII. Secretary

Katie Tucciarone

- A. Nothing to report

VIII. 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

Meeting adjourned at 11:59 a.m.

Next meetings:

CCAC Conference Committee: August 31 9:00am - 11:00am via Zoom

CCAC Board of Directors/President’s Advisory Committee: October 18 10:00am - 12:00pm, via Zoom

CTC Meeting: Thursday & Friday, October 7-8, 2021, [Meetings \(ca.gov\)](#)