



Credential Counselors and Analysts of California
Board of Directors and Advisory Committee
MINUTES
August 27, 2024
09:00 a.m. to 12:30 p.m.
Location: DoubleTree, Sacramento, CA

CALL TO ORDER:

After a quorum was determined, the meeting of the CCAC Board of Directors and Advisory Committee was called to order by President Denise Payne at 09:06 a.m.

BOARD OF DIRECTORS PRESENT:

President: Denise Payne

VP Programs/Conference Chair: Katie Tucciarone

VP Membership: Maricela Ibarra

Treasurer: Jaspreet Khangura

Secretary: Amanda Shoffner

Immediate Past President: Jennifer Elemrani

PRESIDENTIAL ADVISORY COMMITTEE PRESENT:

Sr. County Representative: Casey Choate

Sr. District Representative: Melissa Cook-Rodriguez

Sr. IHE Representative: Christie Pearson-Wohlwend

Jr. County Representative: Andi Thomas

Jr. District Representative: Stephanie Paz

Jr. IHE Representative: Myla Adeva

EXCUSED ABSENCES:

None

CONFERENCE COMMITTEE MEMBERS PRESENT:

None

Approval of Agenda

ACTION: A motion was made by J. Elemrani, seconded by J. Khangura, to approve the August 27, 2024, agenda. None opposed, no abstentions, and the motion carried, the vote to approve was unanimous. A copy of the agenda is attached to the minutes.

Approval of Minutes

ACTION: A motion was made by M. Ibarra, seconded by Katie Tucciarone, to approve the June 19, 2024, meeting minutes. None, no abstentions, and the motion carried, the vote to approve was unanimous. A copy of the agenda is attached to the minutes.

Reports of Officers and Committees

- I. **President's Report** _____ Denise Payne
 - A. Website Updates
 - B. October Meetings
 - C. Life Member: Tina Torres
 - D. CCAC BOD/AC/CC Transition Meeting
 - E. Membership Training/Support

 - II. **Vice President for Programs / Conference Chair Report** _____ Katie Tucciarone
 - A. Conference Calendar
 - B. Conference Committee Meeting on 08/28/2024

 - III. **Vice President for Membership** _____ Maricela Ibarra
 - A. 15 new members since June Board Meeting
 - B. Overall Numbers:
 - i. 848 total includes:
 1. 71 Charter
 - a. 156 County Office of Education (COE) - One new member
 - b. 117 Institute of Higher Education (IHE) -Five new members
 - c. 500 District - Seven new members
 - d. 4 Other - Two new members
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- IV. **Treasurer** _____ Jaspreet Khangura
 - A. Financials: Updates and organization fiscally solvent
 - B. Cost and use of Showstoppers Insurance
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- V. **Secretary** _____ Amanda Shoffner
 - A. CCAC Team: Google Drive Updates
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- VI. **President's Advisory Committee Reports** _____ Member Representatives
 - A. Reports were given by committee members
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- VII. **Immediate Past President** _____ Jennifer Elemrani
 - A. Policy Updates
 - i. Correction of typos
 - ii. Two clarifying updates for BOD/AC/CC travel

- iii. One clarifying update for fiscal year January 1 through December 31
 - iv. Items are all clarifying updates, no changes were made to the intent, direction, or purpose within the policies
- B. Bylaws
 - C. Elections

Action Items

ACTION: A motion was made by J. Elemrani, seconded by A. Shoffner, to present CCAC Lifetime Membership to Dr. Tina Torres. None opposed, no abstentions, and the motion carried, the vote to approve was unanimous. President Denise Payne will order recognition item and present at conference.

ACTION: A motion was made by M. Ibarra, seconded by A. Shoffner, to approve the recommended changes to CCAC Policies for corrections and clarifications. None opposed, no abstentions, and the motion carried, the vote to approve was unanimous.

ACTION: A motion was made by J. Elemrani, seconded by K. Tucciarone, to approve the expense for Showstoppers Insurance. None opposed, no abstentions, and the motion carried, the vote to approve was unanimous.

Topics / Proposals for future consideration

- I. 2025 year – professional development opportunity in interim until 2026 conference.

Adjournment

ACTION: A motion was made by D. Payne, seconded by A. Shoffner, to adjourn at 12:30 p.m. None opposed, no abstentions, and the motion carried, the vote to approve was unanimous.

Next Meetings

- 1. Conference Committee – October via zoom
- 2. CTC -Thursday, October 17, 2024, at the CTC Office, Sacramento
- 3. CTC - Friday, October 18, 2024, at the CTC Office, Sacramento
- 4. CCAC Annual Business Meeting – November Conference