Credential Counselors and Analysts of California
MINUTES
September 15, 2026
Location: Sacramento, CA

CALL TO ORDER:

After a quorum was determined, the September 15, 2026, meeting of the CCAC Board of Directors, Advisory Committee, and Conference Attendees was called to order by President Katie Tucciarone at 9:02 a.m.

BOARD OF DIRECTORS PRESENT:

President: Katie Tucciarone
VP Programs/Conference Chair: Maricela Ibarra
VP Membership: Hunter Ferrara
Treasurer: Casey Choate
Secretary: Andi Thomas
Immediate Past President: Denise Payne

PRESIDENTIAL ADVISORY COMMITTEE PRESENT:

Sr. County Representative: Yesenia Rivas-Suarez
Jr. County Representative: Kristina McCormick
Sr. District Representative: Heather Rendleman
Jr. District Representative: Melissa Cook-Rodriguez
Sr. IHE Representative: Christie Pearson-Wohlwend (Absent)
Jr. IHE Representative: Janelle Barnes

EXCUSED ABSENCES:

Approval of Agenda

ACTION: A motion was made by Maricela Ibarra, seconded by Casey Choate, to approve the September 15, 2026, 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 Hunter Ferrara, seconded by Maricela Ibarra, to approve the June 23, 2026, 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.

Guests

Jennifer Elemrani

Announcements

No Agenda Items

Reports of Officers and Committees

President's Report _____Katie Tuccianrone

Meeting with CTC for adding Methods Survey

Vice President for Programs / Conference Chair Report _____Maricela Ibarra

Review and update Space Plan for the sessions for CCAC conference
Vendors Session Update

Immediate Past President _____Denise Payne

Updates to ByLaws - Reached out to non-profit attorney and answered the questions we had about edits to bylaws, estimate of $5,000 to update laws through attorney, need to budget for this cost to update ByLaws in next years budget

Updates to Policies – received feedback, added new policy about conference committee selection, updates to wording, conference registrar moved under VP of membership

ACTION: A motion was made by Maricela Ibarra, seconded by Andi Thomas, to approve updates to CCAC policies. None opposed, no abstentions, and the motion carried, the vote to approve was unanimous. A copy of the agenda is attached to the minutes.

Elections – Almost ready to send election email to all registered CCAC members

Thank you to the advisory group for the meeting with the membership about the board and advisory committee one month prior to membership. Great idea and will continue with this.

Vice President for Membership _____Hunter Ferrara

Conference has officially sold out!

Overall Numbers:

Total includes: 828
Charter 62
County Office of Education (COE) 170
Institute of Higher Education (IHE) 101
District 487
Other 8

ACTION: A motion was made by Hunter Ferrara, seconded by Katie Tucciarone, to approve increasing membership fees to $100 starting January 1, 2027. None opposed, no abstentions, and the motion carried, the vote to approve was unanimous. A copy of the agenda is attached to the minutes.

Treasurer _____Casey Choate

Financial Updates
Franchise Tax Board Update-30 days should have an answer for our non-profit status
ShowStoppers Insurance – Need new Quote because dates are not listed, will approve a range of prices to make sure we can pay for the insurance for the conference

ACTION: A motion was made by Maricela Ibarra, seconded by Denise Payne, to approve to pay for ShowStoppers Insurance for CCAC Conference the week of Nov 2-6, not to exceed $2,100. None opposed, no abstentions, and the motion carried, the vote to approve was unanimous. A copy of the agenda is attached to the minutes.

Secretary _____Andi Thomas

No Reports

Special Projects _____Jennifer Elemrani

Updates given about the Mentor Program
Received a total of 61 applications for mentees and mentors combined: 36 mentees and 25 mentors all have been matched for the conference
October a zoom meeting will be held with mentors and mentees
Emails will be going out to all registered mentors and mentees
Tuesday kickoff meeting in the Garden Terrace Room
Logo/Swag for Mentor Program discussion

ACTION: A motion was made by Katie Tucciarone, seconded by Denise Payne, to approve of cost of logo and swag for mentors and mentees in Mentor Program not to exceed $2,500 . None opposed, no abstentions, and the motion carried, the vote to approve was unanimous. A copy of the agenda is attached to the minutes. 1.55 min

President's Advisory Committee Reports_____Member Representatives

Reports were given by committee members

Topics / Proposals for future consideration

Adjournment

ACTION: A motion was made by Casey Choate, seconded by Andi Thomas, to adjourn at 12:05 pm. None opposed, no abstentions, and the motion carried. The vote to approve was unanimous.