



August 12, 2015

M E M O R A N D U M

To: Administrators of Mid-Alameda County Consortium (MACC) Member Schools
From: Jacques LaCour, MACC Coordinator *J LaCour*
Re: Requirement for Officially Designated Member Representative

This notice provides information regarding the requirement under AB104 that member representatives of all regional consortia for adult education, including those of the MACC, be officially designated by their respective governing bodies. Consortia must report formally nominated or approved designees to the state in order to ensure compliance as a condition of release of consortium funds. CDE and the Chancellor's Office have requested that such reporting occur as soon as possible and no later than October 31.

It is imperative, therefore, that each member agency take action to begin the process of identifying an official representative and to schedule formal approval by its governing body. While there may be future adjustments in the number of official representatives per agency, the task at hand is for each agency to designate one official representative to satisfy compliance regulations.

Thank you in advance for your cooperation and for taking action on this critical requirement.

Please see part (c) below of section 84905 from AB104 for reference:

84905. *The chancellor and the Superintendent, with the advice of the executive director, shall approve, for each consortium, rules and procedures that adhere to all of the following conditions:*

(a) Any community college district, school district, or county office of education, or any joint powers authority consisting of community college districts, school districts, county offices of education, or a combination of these, located within the boundaries of the adult education region shall be permitted to join the consortium as a member.

(b) As a condition of joining a consortium, a member shall commit to reporting any funds available to that member for the purposes of education and workforce services for adults and the uses of those funds.

(c) A member of the consortium shall be represented only by an official designated by the governing board of the member.

(d) (1) Decisionmaking procedures are specified that ensure that all of the following

conditions are satisfied:

(A) All members of the consortium shall participate in any decision made by the consortium.

(B) A proposed decision is considered at an open, properly noticed public meeting of the consortium at which members of the public may comment.

(C) The consortium has provided the public with adequate notice of a proposed decision and considered any comments submitted by members of the public, and any comments submitted by members of the public have been distributed publicly.

(D) (i) The consortium has requested comments regarding a proposed decision from other entities located in the adult education region that provide education and workforce services for adults.

(ii) The consortium has considered and responded to any comments submitted by entities pursuant to clause (i).

(iii) For purposes of this subparagraph, entities that provide education and workforce services to adults include, but are not necessarily limited to, local public agencies, departments, and offices, particularly those with responsibility for local public safety and social services; workforce investment boards; libraries; and community-based organizations.

(E) A decision is final.