



Feather River Adult Education Consortium – Board Meeting MINUTES

ZOOM: Location: Location: <https://us02web.zoom.us/j/81672595217>

Thursday February 18, 2021 (1:00 p.m. – 2:00 p.m.)

**DUE TO THE CORONAVIRUS, THIS MEETING WILL BE HELD ON ZOOM;
THE PUBLIC IS INVITED TO PARTICIPATE VIA LOCAL DISTRICT PROTOCOL**

[Ⓜ] Included in Board Packet

PLEASE NOTE: Agenda related documents distributed to the Feather River Adult Education Consortium (FRAEC) Board for the Board Meeting may be viewed in the Superintendent’s Office at the Plumas County Office of Education. Individuals who require special accommodation, including but not limited to an American Sign Language interpreter, accessible seating, or documentation in accessible formats, should contact the Acting Consortium Lead at Mitch.Rosin2@gmail.com at least three days before the meeting date.

Attendance (v = voting member)

Feather River College	<input type="checkbox"/>	Derek Lerch (v)	<input type="checkbox"/>	Kevin Trutna (v)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PUSD/PCOE	<input type="checkbox"/>	Kristy Warren (v)	<input type="checkbox"/>	Terry Oestreich (v)	<input type="checkbox"/>	Brad Miller	<input type="checkbox"/>
	<input type="checkbox"/>	Lisa Cavin	<input type="checkbox"/>	Mallory Marin	<input type="checkbox"/>	Karen Miller	<input type="checkbox"/>
SJUSD/SCOE	<input type="checkbox"/>	Wendy Jackson (v)	<input type="checkbox"/>	James Berardi (v)	<input type="checkbox"/>	Nona Griesert	<input type="checkbox"/>

Community Stakeholders

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Call to Order: pm

1. Approval of Agenda Motion by ; 2nd by
2. Approval of Minutes: [Ⓜ]January 21, 2020 Motion by ; 2nd by
3. Public Comment – Public comment is allowed on any topic relevant to the FRAEC Board. Pursuant to Consortium Policy, comments are limited to 3 minutes per person. Please begin by stating your name.
4. Closed Session – None Requested
5. Discussion Items
 - 5.1 Disbursement of the \$54K that is being held by PCOE for a director position for 2020/2021
 - [Ⓜ]Plumas County Proposal
 - [Ⓜ]Sierra County Proposal
 - [Ⓜ]Q2 DIRs (Plumas and Sierra)
6. Action Items – None
7. Consortium Director’s Report
 - 7.1 CAEP Deadlines - Upcoming
 - **January 2021**
 - Jan 31: Student Data due in TOPSPro (Q2) – **COMPLETED**
 - **February 2021**
 - Feb 10: Preliminary allocations for 2021-22 and 2022-23 released by this date – **RELEASED**
 - **March 2021**
 - Mar 1: 18/19 and 19/20 and 20/21 Member Expense Report due in NOVA (Q2)
 - Mar 1: Close out of 18/19 Member Funds due in NOVA
 - Mar 31: 18/19 and 19/20 and 20/21 Member Expense Report certified by Consortia in NOVA (Q2)

- ☒ Mar 31: Close out of 18/19 funds in NOVA certified by Consortia in NOVA Guidance Webinar in Board Packet
- Mar 31: End of Q3
- **April 2021**
- Apr 30: Student Data due in TOPSPro (Q3)
- **May 2021**
- May 2: CFADS for 2021-22 due in NOVA
- **June 2021**
- Jun 1: 19/20 and 20/21 Member Expense Report due in NOVA (Q3)
- Jun 30: 19/20 and 20/21 Member Expense Report certified by Consortia in NOVA (Q3)
- Jun 30: End of Q4

7.2 ☒ CAEP Preliminary Allocations – 2021-2022

- ☒ Preliminary CAEP 2021-2022 Allocations
- 2020-2021 = \$832,637
- 2021-2022 = \$845,126 (COLA increase of \$12,489)

7.3 ☒ CAEP Guidance: Policy on Program Fees

7.4 ☒ CAEAA Report Out – Virtual Conference, February 4, 2021

7.5 Plumas USD Program Update:

- B. Miller:

7.6 Sierra County Program Update:

- W. Jackson:

7.7 Feather River College Program Update:

- D. Lerch:

7.8 ☒ Marketing & Social Media Update: Phoenix Design

- New Plumas ESL Ad on Facebook, Instagram and Web Site



The advertisement features a central graphic with the word "ENGLISH" in large, colorful letters. Above it are icons for "LANGUAGE", "TALK", and "CONVERSATION". Below it are icons for "VOCABULARY", "STUDENT", "ESSAY", and "WRITING". The text "CLASES DE INGLES GRATIS" and "FREE ENGLISH CLASSES" is prominently displayed. Below this, there is a text box with contact information and a list of class locations and times for Quincy and Portola.

CLASES DE INGLES GRATIS
FREE ENGLISH CLASSES

Envíe un mensaje de texto al (530) 680-9831 para obtener más información.
 Text (530) 680-9831 for more information.

QUINCY
 Martes comenzando el 2 de marzo a las 5:30-7:30
 501 Main St (frente al Palacio de Justicia)
 Tuesdays beginning March 2nd at 5:30-7:30
 501 Main St (across from the Courthouse)

PORTOLA
 Miércoles comenzando el 3 de marzo a las 5:30-7:30
 CRC Elementary, Aula 4
 Wednesdays beginning March 3rd at 5:30-7:30
 CRC Elementary, room 4

Jueves comenzando el 4 de marzo a las 5:30-7:30
 CRC Elementary, Aula 9
 Thursdays beginning March 4th at 5:30-7:30
 CRC Elementary, room 9

8. Announcements

- 8.1 2020-21 FRAEC Board Meeting Dates – All meetings 1:00 – 2:00)
- March 18, 2021 (CFAD Discussion)
 - April 15, 2021 (CFAD Vote)
 - May 20, 2021
 - June 17, 2021 (Annual Plan Retreat)

8.2 Conferences

- March 11, 2021: ACCE – Virtual
- March 21 – 24, 2021: COABE – Virtual
- March 3, 2021: CCAOE – Virtual
- April 21 – 23, 2021: CCAE – Virtual
- April 30 – May 1, 2021: Career Non-Credit Education Institute – Virtual
- June 14 – 16, 2021: CASAS – Virtual

8.3 Events:

1. Advancing Innovation in Adult Education Webinar

Date/Time: **Tuesday, February 23, 2021 / 2:00 p.m. - 3:00 p.m. EST**

Registration: <https://bit.ly/373HRLb>

Join the Advancing Innovation in Adult Education Project during Career and Technical Education (CTE) Month for this one-hour webinar showcasing the benefits of strong partnerships between adult education programs and workforce partners.

Special Guests:

Cheryl Keenan, Director, Division of Adult Education and Literacy, U.S. Department of Education, Office of Career, Technical, and Adult Education

Sharon Lee Miller, Director, Division of Academic and Technical Education, U.S. Department of Education, Office of Career, Technical, and Adult Education

Participant Agencies

Bridges to Careers Expansion, Rochester Adult Literacy at Hawthorne, Rochester, MN

Career Pathways, South Bay Adult School, Redondo Beach, CA

Certified Clinical Medical Assistant, Jennings County Education Center, North Vernon, IN

Connections 101, Great Falls Career and College Readiness Center, Great Falls, MT

PluggedIn Virginia Boot Camp, Peninsula Regional Education Program, Newport News, VA

2. Free ICAN Safe Workforce, Safe Workplace Training & Certificate

Date/Time: Wednesday, February 24, 2021 / 1:00 p.m. - 2:00 p.m. PST

Registration: <https://register.caladulthood.org/index.cfm?fuseaction=detail&id=463>

The Infection Control for All Now (ICAN) Certificate/Digital Badge is now free online for educators and industry professionals. Join members of the Workforce Economic Development Division, California Community Colleges Chancellor's Office as they provide information on the new ICAN program. Specifically, the ICAN program provides:

- Free, self-paced two-hour training program for non-health workers to educate employees on preventing the spread of disease.
- Built on CDC and CDPH content with industry input. Those who complete the course earn a Digital Badge and Certificate in one of seven areas: Distribution Center (Warehouse), Lodging Customer Service, Culinary Service, Engineering & Maintenance, Contracted Service and Housekeeping and Retail Customer Service.
- Developed in Canvas for ease of adoption by educators.
- A collaboration of the Health Workforce Initiative and Retail/Hospitality/Tourism Initiative, Workforce Economic Development Division, California Community College Chancellor's Office.

9. Adjournment – p.m.; Motion by ; 2nd by