



Feather River Adult Education Consortium – Board Meeting MINUTES

ZOOM: <https://us02web.zoom.us/j/88944049061>

Thursday June 17, 2021 (12:00 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"/>
PUSD/PCOE	<input type="checkbox"/> Kristy Warren (v)	<input type="checkbox"/> Terry Oestreich (v)	<input type="checkbox"/> Brad Miller	<input type="checkbox"/> Bob Buchanan
	<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: 12:00 pm

1. Approval of Agenda Motion by W. Jackson; 2nd by D. Lerch
2. Approval of Minutes: [⌘]May 20, 2021 Motion by D. Lerch; 2nd by K. Warren
Add: M. Rosin attending Retreat (Item 5.1) D. Lerch; K. Warren Unanimously Approved
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 [⌘]FRAEC 2021-2022 Annual Plan
 - Review of CAEP State Priorities
 - Review of 2020-2021 FRAEC Annual Plan
 - Review of 2021-2022 Annual Plan Template
 - 5.2 Summer Marketing: Postal Mailer, Radio, etc.
 Send summer mailer to hit 2nd week of August. To be circulated via email. M. Rosin to coordinate with B. Buchanan on purchase orders.
6. Action Items
 - 6.1 [⌘]Approval of 2021-2022 FRAEC MOU
Motion by W. Jackson; 2nd by D. Lerch
Amended motion to approve all three action items as one item.
Motion by W. Jackson; 2nd by D. Lerch
 - 6.1 [⌘]Approval of 2021-2022 contract with P2C Solutions (managed by FRC)
 - 6.2 [⌘]Approval of 2021-2022 contract with Phoenix Design (managed by PCOE)

7. Consortium Director’s Report

7.1 CAEP Deadlines - Upcoming

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

August 2021

- Aug 1: Student Data due in TOPSPro (Q4) FINAL
- Aug 15: Annual Plan for 2021-22 due in NOVA

September 2021

- Sep 1: 19/20 and 20/21 Member Expense Report due in NOVA (Q4)
- Sep 1: July 1, 2020 to June 30, 2021 expenses by program area due (estimates only) in NOVA
- Sep 30: 19/20 and 20/21 Member Expense Report certified by Consortia in NOVA (Q4)
- Sep 30: 21/20 Member Program Year Budget and Work Plan due in NOVA
- Sep 30: End of Q1

7.2 Plumas USD Program Update:

- B. Miller: Updates in July

7.3 Sierra County Program Update:

- W. Jackson: Graduating 5th student this week with HSD. AWD student actively enrolled in HSD. Two AWD in Hospitality program. 2nd Guest Services Bootcamp in July for 2 consecutive weeks.

7.4 Feather River College Program Update:

- D. Lerch: Updates in July.

7.5 Marketing & Social Media Update: Phoenix Design

8. Announcements

8.1 July 21, 2021 (Board Retreat: 11:00 am – 3:00 pm)

8.2 2021-2022 FRAEC Board Meetings (All meetings at 1:00 pm)

2021	2022
JULY 2021 - TBD	Thursday January 20, 2022
Thursday August 19, 2021	Thursday February 17, 2022
Friday September 17, 2021	Thursday March 17, 2022
Thursday October 21, 2021	Thursday April 21, 2022
Thursday November 18, 2021	Thursday May 19, 2022
Thursday December 16, 2021	Thursday June 16, 2022