



Feather River Adult Education Consortium – Board Meeting MINUTES

ZOOM: <https://us02web.zoom.us/j/84628056936>

Monday January 10, 2022 (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**

¹ 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 checked="" type="checkbox"/> Derek Lerch (v)	<input checked="" type="checkbox"/> Kevin Trutna (v)	<input type="checkbox"/>	<input type="checkbox"/>
PUSD/PCOE	<input checked="" type="checkbox"/> Kristy Warren (v)	<input type="checkbox"/> Terry Oestreich (v)	<input checked="" 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 checked="" type="checkbox"/> Wendy Jackson (v)	<input type="checkbox"/> James Berardi (v)	<input type="checkbox"/> Nona Griesert	<input type="checkbox"/>

Community Stakeholders

Call to Order: 1:01 p.m.

1. ¹Approval of Agenda Motion by W. Jackson; 2nd by K. Warren
Unanimously Approved

2. ¹Approval of AB361 for FRAEC Board Meetings. Motion by D. Lerch; 2nd by W. Jackson
Unanimously Approved

<https://www.nossaman.com/newsroom-insights-everything-local-public-agencies-need-to-know-about-california-virtual-meeting-laws>

- Due to California’s COVID state of emergency, the FRAEC Board has adopted AB361 for virtual meetings.

3. ¹Approval of Minutes: December 6, 2021 Motion by D. Lerch; 2nd by W. Jackson
Unanimously Approved

4. 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.

5. Closed Session – None Requested

6. Discussion Items

6.1 ¹Three-Year Plan: Section 4 – Objectives

- WDB now has data for Sierra County; Greater LMI data from Christy Cota; W. Jackson will request updated data. NORTeC site to be checked.

Objective 1: Address Educational Needs

- What educational needs identified in the assessment will the consortium address?*
- What strategies proposed by the consortium will address these educational needs?*
- How will the members ensure access to all adults needing services in the region?*
- What levels and types of instruction will be offered to address educational needs?*
- What support services will be offered to support entry, progress, and retention?*
- How will programs respond to changes in the labor market and employers’ needs?*

- County level information to be included for both Sierra and Plumas. Sierra hospitality industry and emergency responders have requested more courses, particularly for EMS and Fire. Questions will be referred to Plumas for fire training. Sierra County has volunteers list waiting for enrollment in fire training. New classes to start ~March 2022; could be offered in Sierra County if there are 16-20 participants.

Objective 2: Improve Integration of Services and Transitions

What needs have been identified related to improving the integration of services?

What needs have been identified related to improving student transitions?

How will members and partners coordinate programs to eliminate duplication and maximize program potential?

How will members ensure that adults can transition from a program or service to other appropriate programs and services?

What strategies proposed by the consortium will address the identified needs related to integration of services and transitions?

What levels and types of instruction will be offered to support student transitions?

What support services will be offered to support student transitions?

- Continue conversations around articulation between adult schools and FRC. Sierra would like to look at agreements for student transition to FRC programs of study; particularly hospitality.
- Local Alliance for Workforce Development (AFWD) is already providing transition services and could be expanded as a referral service. Updated MOU is in progress as WIOA mandated partner. Plumas is currently working with Susanville site on broader initiatives. Sierra asked how to engage AFWD with in-person meetings. Could AFWD fill the gap in transition counseling services? Louis was previously handling this service, but moved to Chico. Terry's passing impacted administrative responses.
- Transportation and internet remain concerns for engaging with clients/students. Could be a combination of computer literacy and general literacy.

Objective 3: Improve Effectiveness of Services

What needs have been identified related to improving the effectiveness of services?

What strategies and activities proposed by the consortium will address these needs related to improving the effectiveness of services?

- Sierra noted the monthly coordination with Plumas as a positive move in keeping joint efforts moving forward.
- Plumas noted persistence as a point of concern. Keeping students on task and engaged has been a struggle. Improving services and thus persistence is an ongoing challenge. Sierra has shared the load among staff for student outreach and engagement offering Zoom meetings, emails, texts to reengage. Plumas is texting regularly with students to maintain persistence rates. Ongoing diligence is needed to maintain student retention. Students are not dropping out; but rather not working. 90-day rule with CASAS for student engagement is critical.
- Transportation is a major issue for Sierra County; Plumas has public transportation. Hour-long stops in Plumas (Greenville) and a lack of site for student meetings in Greenville (no internet due to fires) is also impacting student engagement.
- Location identified in Indian Valley for independent study via internet, but internet is not stable. Portable being explored for use in Taylorsville, but is a slow process. Hot spots are available, but not as reliable as cable lines. Greenville is also lacking phone signal.
- COVID funding is not the issue; rather service provision of internet connection and transportation barriers are the issue. Could explore the use of RACHEL (off-line

courseware delivery) for the delivery of adult education courses. Noted that there is a great deal of success in what is currently being provided.

7. Action Items – NONE

8. Consortium Director’s Report

8.1 CAEP Deadlines - Upcoming

January 2022

- Jan 31: Q2 Student Data due in TOPSPro

February 2022

- Feb 28: Preliminary allocations for 2022-23 and 2023-24 released by this date

March 2022

- Mar 1: Member expense report is due in NOVA.
- Mar 31: 19/20 and 20/21 and 21/22 Member Expense Report certified by Consortia in NOVA (Q2)
- Mar 31: End of Q3

April 2022

- Apr 30: Student Data due in TOPSPro (Q3)

May 2022

- May 2: CFAD for 2022-23 due in NOVA

June 2022

- Jun 1: 20/21 and 21/22 Member Expense Report due in NOVA (Q3)
- Jun 30: 20/21 and 21/22 Member Expense Report certified by Consortia in NOVA
- Jun 30: End of Q4

8.2 Plumas USD Program Update (B. Miller)

- Working on persistence; 2 graduates in the past 2 months; Karen going to a WASC training session for the fall; October 21 tentative date for WASC Visiting Committee.

8.3 Sierra County Program Update (W. Jackson)

- Working on persistence and follow through; Completed 2 EMT courses; Starting a EMT and EMR course; Conducting CPR courses; New lab building moving forward; Hired GoTeach staff for west side of county.

8.4 Feather River College Program Update (D. Lerch)

- Programs moving ahead as planned; Exploring succession options for Shelly Miller (upcoming retirement) but need to find someone with EC education knowledge and the processes/procedures of running a college program; Might separate role to 2 people.

8.5 Marketing & Social Media Update: Phoenix Design

- Sierra pop-up resulted in 4 enrollments.
- Plumas to send flier for ESL.

9. Announcements

9.1 2021-2022 FRAEC Board Meetings (All meetings at 1:00 pm)

2022
Monday February 7, 2022 – Section 5
Monday March 7, 2022 – Section 6/ Self-Assessment
Monday April 4, 2022 – Draft 3-Yr Plan / CFAD
Monday May 9, 2022 – Final 3-Yr Plan Review
Monday June 6, 2022 – Vote on 3-Yr Plan

9.2 Professional Development

- Feb 3: CAEAA; Virtual
- Feb 3-4: ACCE Noncredit Institute; Virtual
- February 27 – March 1: Educating for Careers CTE; Sacramento, CA
- April 9-12: COABE National Adult Education Conference; Seattle, WA
- May 5-8: California Council for Adult Education; Hollywood, CA
- June 14-16: CASAS Summer Institute; San Diego, CA

10. Adjournment – 1:32 p.m.; Motion by W. Jackson; 2nd by K. Trunta
Unanimously Approved