



Feather River Adult Education Consortium – Board Meeting MINUTES

ZOOM: <https://us02web.zoom.us/j/81902278425>

Monday August 15, 2022 (4:00 p.m. – 5:00 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 checked="" type="checkbox"/> Derek Lerch (v)	<input type="checkbox"/> Kevin Trutna (v)	<input type="checkbox"/>	<input type="checkbox"/>
PUSD/PCOE	<input checked="" type="checkbox"/> Kristy Warren (v)	<input checked="" type="checkbox"/> Brad Miller	<input checked="" type="checkbox"/> Steve Dutton	<input type="checkbox"/>
	<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

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Call to Order: 4:00 p.m.

1. [⌘]Approval of Agenda

Motion by D. Lerch; 2nd by K. Warren
Motion Approved

2. [⌘]Approval of AB361 for FRAEC Board Meetings

Motion by W. Jackson; 2nd by K. Warren
Motion 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. [⌘]Approval of Minutes: June 6, 2021

Motion by W. Jackson; 2nd by K. Warren
Motion 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 [⌘]Review of 2021-2022 FRAEC Q4 DIR Student Data (DIR and Manager Reports)

- K. Warren asked about FRC MIS data; D. Lerch will try to pull COMIS data for next meeting; LaunchBoard is running about 18 months behind on the data match; M. Rosin to send link

6.2 [⌘]Review: 2022-2023 FRAEC COLA Amendment Documents:

- 2022-23 Allocation Memo
- 2022-23 Final Allocation Chart
- CAEP Field 2022-23 Allocation with May Revise Final

7. Action Item

7.1 ^uApprove: FRAEC 2022-2023 Annual Plan

- W. Jackson thanked everyone for being collaborative and including partners agencies. AWD will present at a future meeting on LMI.

Motion to Approve: D. Lerch; 2nd by W. Jackson

Motion Approved

7.2 ^uApprove: Proportional Direct-Funded Allocation of May COLA Revise in NOVA

				Original Allocation	May COLA	Final Allocation
Plumas Co. Office of Education	2022-23	Direct Funding	County Office	\$13,511	\$158	\$13,669
Sierra Co. Office of Education	2022-23	Direct Funding	County Office	\$272,343	\$3,181	\$275,524
Plumas Unified	2022-23	Direct Funding	K-12	\$388,744	\$4,540	\$393,284
Feather River CCD	2022-23	Direct Funding	CCD	\$237,938	\$2,779	\$240,717
				\$912,536	\$10,657	\$923,193

Motion to Approve: D. Lerch; 2nd by K. Warren

Motion Approved

8. Consortium Director’s Report

8.1 CAEP TAP Update: Chancellor’s Office has De-funded Programs (TTA, CLA, PLCs, etc.)

- M. Rosin updated on changes taking place at CCCCO regarding Ed Code and CAEP. Letter sent from CCAE and CAEAA to both agencies. M. Rosin to share letter.

8.2 CAEP Deadlines – Upcoming (Change in Due Dates Shown in Red)

July 2022

- o Jul 15: Student Data due in TOPSPro (Q4) FINAL - **COMPLETED**

August 2022

- o Aug 1: Employment and Earnings Follow-up Survey - **COMPLETED**

September 2022

- o Sep 1: 2020/21 and 2021/22 Member Expense Report due in NOVA (Q4)
- o Sep 1: July 1, 2021 to June 30, 2022 expenses by program area due (estimates only) in NOVA
- o **Sep 14: Annual Plan for 2022-23 due in NOVA**
- o Sep 30: 2020/21 & 2021/22 Member Expense Report certified in NOVA (Q4)
- o Sep 30: End of Q1

October 2022

- o **Oct 30: 22/23 Member Program Year Budget and Work Plan due in NOVA**
- o Oct 31: Student data due in TOPSPro (Q1)
- o Oct 31: Employment and Earnings Follow-up Survey

November 2022

- o **Nov 30: 22/23 Member Program Year Budget and Work Plan certified by Consortia in NOVA**

December 2022

- o Dec 1: July 1, 2021 to June 30, 2022 Instructional Hours and Expenses by Program Area due in NOVA and certified by Consortium
- o Dec 1: 2020/21, 2021/22 & 2022/23 Member Expense Report Due in NOVA (Q1)
- o Dec 31: 2020/21, 2021/22 & 2022/23 Member Expense Report certified by Consortia in NOVA (Q1)
- o Dec 31: End of Q2

8.2 Plumas USD Program Update (B. Miller/S. Dutton)

- New school year started; Enrollments coming in; Participated in County Fair; Postal Mailers are landing in mailboxes; Extra copies available

- 8.3 Sierra County Program Update (W. Jackson)
 - New building has arrived, infrastructure installed; Inquiries for ESL in Loyalton have been referred to Feather River Adult School; FRAS referring students to SC EMT program; Cross-referrals are great! SCSA will start culinary bootcamps in December; Paramedic course on track to start with a waitlist; A-EMT starting in November.
- 8.4 Feather River College Program Update (D. Lerch)
 - Programs starting the year; Will share 2021-2022 enrollments
- 8.5 Marketing & Social Media Update: Phoenix Design

9. Announcements

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

2022-2023 (All meetings at 1pm)	
July 2022 – NO MEETING	Monday January 9, 2023 – VIRTUAL
Monday August 8, 2022 – VIRTUAL Annual Plan Vote (Due Sept 14)	Monday February 6, 2023 – VIRTUAL
Monday September 12, 2022 – VIRTUAL	Monday March 6, 2023 – VIRTUAL CFAD Discussion
Monday October 10, 2022 – VIRTUAL	Monday April 3, 2023 – IN PERSON CFAD Vote
November 2022 – NO MEETING	Monday May 1, 2023 – VIRTUAL
Monday December 5, 2022 – VIRTUAL	Monday June 5, 2023 – IN PERSON Annual Plan Retreat

9.2 Upcoming Conferences and Professional Development Opportunities

- September 5 – 8, 2022: CWA Meeting of the Minds – Monterey, CA
<http://calworkforce.org/mmm/>
- September 19 – 23, 2022: CAEP Directors’ Summit – Virtual
- October 25 – 28, 2022: CAEP Annual Summit – Virtual
<https://summit.caladulthood.org/>
- Nov 30 – Dec 3, 2022: ACTE CareerTech Vision Annual Conference – Las Vegas, NV
- <https://www.acteonline.org/event/careertech-vision-2022/>

Adjournment – 4:28 p.m.; Motion by W. Jackson; 2nd by D. Lerch