



Feather River Adult Education Consortium – Board Meeting MINUTES

ZOOM: <https://us02web.zoom.us/j/84609871855>

Monday September 12, 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**

✧ 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 checked="" type="checkbox"/> Kristine ZuaZua	<input checked="" type="checkbox"/> Lisa Kelly	<input type="checkbox"/>
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Call to Order: 1:00 p.m.

1. ✧ Approval of Agenda Motion by W. Jackson; 2nd by D. Lerch
Approved Unanimously

2. ✧ Approval of AB361 for FRAEC Board Meetings Motion by D. Lerch; 2nd by K. Warren
<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.
 - W. Jackson asked about in-person meetings. Will explore in-person for January 2023 board meeting.Approved Unanimously

3. ✧ Approval of Minutes: August 15, 2021 Motion by W. Jackson; 2nd by D. Lerch
Approved Unanimously

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.
 - Guest Presentation: Kristine ZuaZua, Alliance for Workforce Development – LMI Data for Plumas/Sierra

5. Closed Session – None Requested

6. Discussion Items
 - 6.1 ✧ Review of 2021-2022 FRAEC Q4 Fiscal Close Out

7. Action Items – None

8. Consortium Director’s Report
 - 8.1 CAEP Deadlines – Upcoming **(Change in Due Dates Shown in Red)**
September 2022
 - Sep 1: 2020/21 and 2021/22 Member Expense Report due in NOVA (Q4) – **COMPLETED**

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

October 2022

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

November 2022

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

December 2022

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

8.2 Plumas USD Program Update (B. Miller/S. Dutton)
- Large increase in diploma students; WASC committee October 24-26; WIOA DoE ongoing.

8.3 Sierra County Program Update (W. Jackson)
- Small increase in HSD program enrollment; New building to be operational by Dec 1; WIOA DoE ongoing; WASC postponed to April 2023 for in-person visit.

8.4 Feather River College Program Update (D. Lerch)
- 2021-2022 PY: 108 total enrollments/6144 instructional hours

8.5 Marketing & Social Media Update: Phoenix Design
- Postal mailer delivered; extra cards distributed.

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 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 – 1:44 p.m.; Motion by W. Jackson; 2nd by D. Lerch