



Feather River Adult Education Consortium – Board Meeting MINUTES

Monday March 3, 2025 (1:00 p.m. – 2:00 p.m.)

THIS MEETING WILL BE HELD VIA ZOOM; THE PUBLIC IS INVITED TO PARTICIPATE

<https://us02web.zoom.us/j/89416234081>

[¶] 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 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 type="checkbox"/> Andrea Ceresola (v) | <input checked="" type="checkbox"/> Steve Dutton (v) | <input type="checkbox"/> | <input type="checkbox"/> |
| SJUSD/SCOE | <input checked="" type="checkbox"/> Wendy Jackson (v) | <input type="checkbox"/> James Berardi (v) | <input type="checkbox"/> | <input type="checkbox"/> |

Community Stakeholders

| | | |
|--------------------------|--------------------------|--------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
|--------------------------|--------------------------|--------------------------|

Call to Order: 1:00 pm

1. [¶]Approval of Agenda

| | | | |
|-------------------------------------|------------|------------|----------------|
| Agenda Item Number: 1 | | | |
| Motion: Approval of Agenda | | | |
| Motion by: D. Lerch | | | |
| Second by: W. Jackson | | | |
| Member Name | YEA | NAY | Abstain |
| Feather River College – Derek Lerch | X | | |
| Plumas USD – Steve Dutton | X | | |
| Sierra COE – Wendy Jackson | X | | |

2. [¶]Approval of Minutes: January 7, 2024

| | | | |
|--|------------|------------|----------------|
| Agenda Item Number: 2 | | | |
| Motion: Approval of Minutes – January 7, 2024 | | | |
| Motion by: W. Jackson | | | |
| Second by: S. Dutton | | | |
| Member Name | YEA | NAY | Abstain |
| Feather River College – Derek Lerch | X | | |
| Plumas USD – Steve Dutton | X | | |
| Sierra COE – Wendy Jackson | X | | |

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 ELL Healthcare Pathway Grant – Update (W. Jackson)

- W. Jackson reported an email from 2/24/25 for reporting submissions in NOVA. Round 1/Year 2/Qtr2 data submission; There is no year 2 for year 1 funds; all funds were expensed. Round 2/Year 1/Qtr2 data requested, but there was no funding. M. Rosin submitted a request to clarify to both CDE and CCCCCO.

5.2 2025-2026 Preliminary CFAD Allocations

| | Proposed COLA | Preliminary 2025-2026 |
|--|---------------|-----------------------|
| Feather River Adult Education Consortium | \$24,537 | \$1,034,308 |

- S. Dutton watched Senate hearing of possible May revise down for the COLA.
- W. Jackson plans to start 2 new programs for 2025-2026 but is \$32K short to start the culinary program. Request for more funds from carryover/COLA. D. Lerch noted a historical accounting issue with PUSD, but that spending is level. S. Dutton noted budget is not finalized; WIOA funding in jeopardy. W. Jackson noted pull down of funds for WIOA; M. Rosin summarized WIOA II reauthorization.
- W. Jackson raised a question about expenditures in NOVA. Will review with M. Rosin.
- W. Jackson questioned raise for M. Rosin.

6. Action Items - NONE

7. Consortium Director's Report

7.1 CAEP Deadlines

January 2025

- o Jan 31: Student Data due in TOPSPro (Q2) – **COMPLETED**
- o Jan 31: Employment and Earnings Follow-up Survey – **COMPLETED**

February 2025

- o Feb 28: Preliminary allocations for 2025-26 and 2026-27 released by this date.

March 2025

- o Mar 1: 22/23 and 23/24 and 24/25 Member expense report is due in NOVA. (Q2)
- o Mar 31: End of Q3
- o Mar 31: 22/23 and 23/24 and 24/25 Member Expense Report certified by Consortia in NOVA (Q2)

April 2025

- o Apr 30: Student Data due in TOPSPro (Q3)
- o Apr 30: Employment and Earnings Follow-up Survey

May 2025

- o May 2: CFAD for 2025-26 due in NOVA

June 2025

- o Jun 1: 24/25 Member Expense Report due in NOVA (Q3)
- o Jun 20: CAEP Three-Year Plan Due
- o Jun 30: 24/25 Member Expense Report certified by Consortia in NOVA (Q3)
- o Jun 30: End of Q4

7.2 Conference Report-Outs

- CAEAA – February 6-7, 2025 – Sacramento, CA
- W. Jackson noted that organizations are operating with uncertainty based on funding. Need to keep taking care of our students.

- 7.3 Plumas USD Program Update (S. Dutton)
- S. Dutton noted welding starts March 3 with 15 people signed up within 24 hours (course runs through June 3; 81 hours of instruction). Waitlist for 2 additional classes. Next year will expand to Chester. Various types of welding being offered, with plans to expand. Additional equipment has been purchased. D. Lerch noted FRC welding also fills up quickly; will coordinate.
 - Construction has 17 enrolled in Portola. Carry over funds were used to purchase computers. Laptops were purchased for Chester, Greenville, Portola classes.
 - AFWD (Susanville) offered to purchase PPE (boots, jackets, etc.) from the Dixie Fire Fund. Quincy Chamber of Commerce interested in entrepreneurship courses (mini courses), e-commerce, food business.
 - 16 graduates to date.
 - Attending Northern CCAE in Redding in March.
- 7.4 Sierra County Program Update (W. Jackson)
- W. Jackson noted she is working with food preparation and submitted 2 grants as part of the culinary program; classes starting March 29.
 - Food Processor Workshop course starting in partnership with the Feather River Food Systems Collaborative.
 - Fire marshal conducted inspection; 3 findings being remediated this week.
 - 1 GED student completing in March; Tahoe Truckee starting HSE programs again; Advanced EMT has 4 enrolled and transitioning to next level; EMT basic course completed by 1 student
 - Waiting on ELL Healthcare Pathway grant
 - Plans to attend Northern CCAE
- 7.5 Feather River College Program Update (D. Lerch)
- D. Lerch – all good!
- 7.6 Marketing & Social Media Update: Phoenix Design

8. Announcements

8.1 2024-2025 FRAEC Board Meetings (All meetings at 1:00 pm unless noted)

| 2024-2025 FRAEC Board Meeting Dates | |
|---|---|
| July 2024 – NO MEETING | Tuesday, January 7, 2025 – IN PERSON @ Feather River Adult School – Three Year Plan Planning |
| Monday, August 5, 2024 @ 4pm – VIRTUAL – Annual Plan Vote | Monday, February 3, 2025 – VIRTUAL – CFAD Discussion & Three Year Plan Planning – CANCELLED |
| Monday, September 9, 2024 – VIRTUAL | Monday, March 3, 2025 – CFAD Discussion & Three Year Plan Planning |
| Monday, October 7, 2024 – VIRTUAL | Monday, April 7, 2025 – CFAD Vote & Three Year Plan Vote |
| November 2024 – NO MEETING | Monday, May 5, 2025 – VIRTUAL |
| Monday, December 2, 2024 – VIRTUAL – Three Year Plan Planning | Tuesday, June 11, 2025 – Annual Plan Retreat – TBD |

8.2 Upcoming Conferences and Professional Development Opportunities

- Educating for Careers – Sacramento, CA – March 2-5, 2025
- OTAN TDLS – Long Beach, CA – March 7-8, 2025
- COABE – Dallas, TX – March 29-April 2, 2025
- ACTE WBL – Seattle, WA – April 2-6, 2025
- CCAE – Fresno, CA – May 1-4, 2025
- CASAS Summer Institute – Anaheim, CA – June 18-21, 2025

Adjournment: 1:34 pm