

## MINUTES

### **BOARD OF TRUSTEES FEATHER RIVER COMMUNITY COLLEGE DISTRICT**

#### **1. Call to Order:**

President McNett called the Regular Meeting of the Feather River Community College District (FRCCD) Board of Trustees to order at 3:01 p.m. on Thursday, August 11, 2022, at Feather River College, LRC Room #871, 570 Golden Eagle Avenue, Quincy, California, and via a Zoom virtual platform.

*Trustees present:* McNett, Kaznowski, Sheehan, Student Trustee de Bois

*Trustees absent:* Elliott, Ware

#### **7. Agenda:**

The Revised Regular and Consent Agendas for the August 11, 2022, meeting of the FRCCD Board of Trustees at Feather River College, LRC Room #871, 570 Golden Eagle Avenue, Quincy, California, were approved as presented, (Sheehan/Kaznowski) unanimous.

#### **8. Minutes:**

The minutes from the July 21, 2022, meeting of the FRCCD Board of Trustees at Feather River College, LRC Room #871, 570 Golden Eagle Avenue, Quincy, California were approved as presented, (Sheehan/McNett) unanimous.

#### **9. Items from the Public:**

There were no items from the public.

#### **10. CONSENT AGENDA:**

- **Motion items**

After further review and discussion of Consent Agenda Item #10A6, Approval of Contract #22-0414 for \$9,900 between Feather River College (Funder) and Chico State Enterprises (Contractor) for Contractor to provide natural resources project assistance as described in Scope of Work Attachment A, effective July 1, 2022, through June 30, 2023, 1) Ratification of Personnel Requisitions, Ratification of Personnel Actions, 3) Payroll and Commercial Warrants, 4) Budget Transfers, 5) Budget Augmentations/Reductions, 6) Approval of Contract #22-0414 for \$9,900 between Feather River College (Funder) and Chico State Enterprises (Contractor) for Contractor to provide natural resources project assistance as described in Scope of Work Attachment A effective July 1, 2022, through June 30, 2023, 7) Approval of Special Events Request Forms for \$2,400 between Feather River College and Regional Emergency Medical Authority (REMSA) for seasonal medical coverage for football and rodeo events effective September 2022 through November 2022, 8) Approval of Agreement to Provide Law Enforcement Services between the Plumas County Sheriff's Office (Sheriff) and Feather River College (Contractee) for Sheriff to provide a minimum of 1-2 law enforcement personnel at home football games effective September 2022 through November 2022, 9) Approval of Affiliation Agreement between Feather River Community College District (District) and Seneca Healthcare District (Agency) for Agency to allow certain students enrolled in the District's Vocational Nursing Program, and certain of its faculty members to utilize Agency's

facilities to afford students the opportunity to have practical learning and clinical experience, 10) Approval of Proposal #PC22.127 for \$23,908 between Feather River College and NV5 – Technical Engineering & Consulting Solutions and Feather River College for geologic and geotechnical engineering services for Feather River College Student Housing Project, and 11) Approval of Proposal for \$6,225 between Feather River College and Meridian Surveying & Mapping, Inc. for topographic surveying of approximately seven acres of Feather River College campus with field survey of site to include aerial mapping and color digital imagery and deliverables as described in proposal were approved as presented, (Sheehan/McNett) unanimous.

## **11. REGULAR AGENDA**

### **\*A. Motion Items**

- 1) Kevin Trutna, Superintendent/President, requested Approval of Faculty Equivalencies. There being no objection or further discussion, the request for Approval of Faculty Equivalencies was approved as presented, (de Bois/Kaznowski) unanimous.
- 2) Kevin Trutna requested Approval to Accept Resignation from Dr. Kimberly Kaznowski, Feather River College Trustee Area I, effective August 15, 2022. After brief discussion and there being no objection, the request for Approval to Accept Resignation from Dr. Kimberly Kaznowski, Feather River College Trustee Area I, effective August 15, 2022, was approved as presented, (Sheehan/de Bois) unanimous.

### **\*B. Roll Call Items**

- 1) Resolution #22/23-01 – Emergency Conditions Recovery Plan District Certification – Kevin Trutna

Kevin Trutna requested Approval of Resolution #22/23-01 – Emergency Conditions Recovery Plan District Certification. He explained that the California Community Colleges Chancellor's Office (CCCCO) has promised the legislature that colleges would take certain actions in order to receive hold harmless enrollment funding. He further explained that Resolution #22/23-01 details the adoption of the Emergency Conditions Recovery Plan Certification, and directs administration to present a recovery plan update to the FRCCD Board of Trustees no later than February 28, 2023. The request for Approval of Resolution #22/23-01 – Emergency Conditions Recovery Plan District Certification received approval by the following roll-call vote:

Ayes:	McNett, Kaznowski, Sheehan, de Bois
Noes:	None
Absent:	Elliott, Ware
Abstain:	None

### **C. Special Items/Reports**

- 1) Morgan Turner, Interim Director of Fiscal Services, presented the District's Monthly Financial Status Report as of July 31, 2022. She reviewed the Unrestricted General Fund Summary stating that the numbers look much the same as last year as the District enters its first month of the new fiscal year. She reported that the revenue amount does not include the July apportionment received just after the report

deadline. She reviewed the Monthly Unrestricted General Fund Cash Flows, reporting that she does not feel that these numbers are what the District should be projecting because the projections for this year's revenues and expenses are much higher, and to adjust for that she included the 6.56% Cost of Living Adjustment (COLA) to be able to forecast more accurate information. Ms. Turner stated that the beginning fund balance is a rough estimate, and the Business Office is still finalizing last year's books and paying final expenses to close FY 21/22.

- 2) Kevin Trutna introduced Nick Maffei, Director of Marketing, Communications and Outreach, and he provided brief background information on Mr. Maffei and the improvements that he has already introduced to the website and other event promotions. Nick Maffei stated that his update would essentially cover efforts over the previous fiscal year and he encouraged questions from the board of trustees and attendees as he went through his prepared slides. His engaging presentation included a video with student testimonials on why Feather River College (FRC) is *A Unique and Unforgettable Experience*, and how people from all different backgrounds come together to attend and help each other succeed. Mr. Maffei continued his presentation and covered new and updated marketing and outreach efforts, communications update and new guidelines, FRC's digital and social media presence, local advertising efforts, traditional outreach efforts, promotion of the Plumas Pipeline, and campus-wide training and workshops.
- 3) Derek Lerch, Vice-President Instruction/CIO, updated the board of trustees on Full-Time Equivalent Students (FTES). He referred to the middle column of the included enrollment summary stating that all sections of enrollment underperformed in terms of expectations, and it is clear that the state made a good decision when it decided to provide all California community colleges hold harmless provisions as the system looks to return to an overall stronger position. Dr. Lerch explained that fall semester enrollment is up over where it was a year ago, and the Incarcerated Student Program (ISP) appears to be on track for higher FTES than it produced in the prior year and these are both positive indicator for the college.
- 4) Kevin Trutna introduced Tara Hamler, Basic Needs Coordinator, to those present and Ms. Handler detailed her FRC journey as a student athlete, assistant volleyball coach, TRiO Advisor, undergraduate and graduate school on the East Coast and now a return to FRC as the Basic Needs Coordinator. She explained that her office is located in the Mental Health and Wellness Center, and as coordinator, she would be connecting students with basic needs such as access to food, housing assistance, mental health services, hygiene products, supplies, and transportation so students are able to focus and succeed at their studies. Ms. Hamler answered questions from board members, and explained that shower curtains were one of the first items on new housing student request forms. Carlie McCarthy, Vice-President Student Services/CSSO, added that Ms. Hamler has done an excellent job getting the program off the ground and has sound ideas for growing services.
- 5) Kevin Trutna provided an annual update on the FRC Strategic Plan to the board of trustees. He explained that he asks governance committees each fall semester to develop goals for the current year in support of the Strategic Plan, and the committees report progress on goals the following spring. He further explained that during the cycle, he provides the annual update during the summer months and the board develops goals and objectives for the Superintendent/President that he shares with the campus on Institutional Day and then incorporates into his yearly objectives.

Dr. Trutna shared and reviewed the Strategic Plan noting the four strategic directions built on the Accrediting Commission for Community and Junior Colleges (ACCJC) standards, which feeds into the accreditation Institutional Self-Evaluation Report (ISER) and provides updates on what each committee accomplishes and what it does in support of specific objectives in the Strategic Plan.

#### **D. Communications, Presentations, and Reports**

##### **1) Board of Trustees**

No Report

##### **2) Associated Students**

Kylee Cox, President, Associated Students of Feather River College (ASFRC) reported that her goal for this academic year is to bring students and student athletes together and involved in student events.

##### **3) Academic Senate**

No Report

##### **4) Classified Senate**

No Report

##### **5) Instruction**

Derek Lerch reported that the start of the semester is a busy and exciting time, and the District has hired a couple new full-time faculty and several part-time faculty especially in athletics with several new assistant coaches starting employment. He added that in addition to normal activities, administrators would be giving five or six additional presentations during the week of August 15, 2022, for students and employees.

##### **6) Student Services**

Carlie McCarthy reported that Student Services employees and representatives participated in a successful Student Services retreat Wednesday, August 10, 2022, where the group put focus on accreditation standards, the Student Equity Plan, and Student Services Student Learning Outcomes (SLO's). She explained the activities used at the retreat for employee introductions, assessment of SLO's, and goal setting and how these made it fun and productive. Ms. McCarthy added that the final wave of students would be checking into the residence halls Thursday, August 18, 2022, and after testing negative for COVID-19, they would move in and be able to attend New Student Orientation on Friday, August 19, 2022.

##### **7) Superintendent/President**

Kevin Trutna confirmed with trustees the updated 2022-2023 planning calendar noting that the final budget would be on the September 8, 2022, board meeting agenda. He also indicated that there would be updates and reports on the bachelor's degree(s) program, Plumas Unified School District (PUSD) Summit held on campus and a report on partnerships from Saylor Flett, Outdoor Recreation Leadership (ORL) Program.

There being no further business, the meeting adjourned at 4:13 p.m.  
KT/ch