



**SACRAMENTO EDUCATIONAL CABLE CONSORTIUM  
SECC BOARD MEETING  
Thursday, August 12, 2021  
2:00PM**

**Zoom:**

**<https://us02web.zoom.us/j/81712971176?pwd=cEV6amtlaExaeGpMSUpocDBqTUNwZz09>**

**Meeting ID: 817 1297 1176  
Passcode: 477258**

**AGENDA**

**ATTACHMENT**

- |         |  |   |
|---------|--|---|
| ITEM 1: | Order Agenda/Introductions (Board Membership Update)         |   |
| ITEM 2: | Reports:   |   |
|         | A. June Financial Statement                                  | 1 |
|         | B. June Minutes  | 2 |
|         | Action Required: Accept Financial Report and Approve Minutes |   |
| ITEM 3: | BESTNet/Cable Commission Update                              |   |
|         | A. MOU Renewal   |   |
|         | B. Backbone Upgrade: Jerry Jones                             |   |
| ITEM 4: | Executive Director's Report                                  |   |
|         | A. 2020-21 Audit – Jessica Rhodes                            |   |
|         | B. Production Update: Doug Niva                              |   |
|         | C. Programing Update: Jessica Rhodes                         |   |
|         | D. SEVACON/SEVA Grant Program – Update                       |   |
| ITEM 5: | Committees: Next Meetings                                    |   |
|         | A. DMCC - Sept 22, 2021                                      |   |
|         | B. Capital Region Tech Cohorts – Sept 10, 2021               |   |
|         | C. PIO – September 16, 2021                                  |   |
|         | D. Family Engagement –Sept 2, 2021                           |   |
|         | E. SEVA Teachers – September 13, 2021                        |   |

- ITEM 6: Round Table Sharing
- ITEM 7: Opportunity for Public to Address the Board
- ITEM 8: Future Agenda Items: October Board Meeting – Zoom or In-person?

**Elizabeth Rhodes is inviting you to a scheduled Zoom meeting.**

**Topic: SECC Board Meeting 8/12/21**

**Time: Aug 12, 2021 02:00 PM Pacific Time (US and Canada)**

**Join Zoom Meeting**

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**One tap mobile**

**+13126266799,,81712971176#,,,,\*477258# US (Chicago)**

**+16465588656,,81712971176#,,,,\*477258# US (New York)**

**MINUTES**  
*Sacramento Educational Cable Consortium*  
Board Meeting  
Thursday, June 10, 2021

**Present:**

*Barbara Schiffner	Natomas Unified School District
Eugene Graham	Center Unified School District
Joe Parente	Process Theater Inc
Peter Skibitzki	San Juan Unified School District
Ruben Reyes	Robla School District
*David Stone	Folsom Cordova Unified School District
Joni Jones	

Liz Rhodes	SECC
Doug Niva	SECC
Abby Jaske	SECC
Jessica Rhodes	SECC

**Not Present:**

Bob Lyons	Sacramento City Unified School District
*Gabe Ross	Los Rios Community College District
*Steve Mate	Elk Grove Unified School District
Michael Borggaard	Elverta Joint Unified School District
*Jerry Jones	SCOE
Lois Yount	Galt Joint Unified School District
Marci Bernard	Twin Rivers Unified School District

(\* Indicates SECC Executive Board Member)

**Call to Order & Order Agenda:**

Barbara Schiffner called the meeting to order at 2:03pm.

**Reports:**

**A. April Financial Report**

Liz Rhodes stated that staff had a meeting with Dan Ross last week to discuss beginning the Financial Review process. Peter Skibitzki will be taking over on July 1<sup>st</sup> as treasurer and was also a part of the meeting. Rhodes explained that the financials are in good shape with the expenditures in line with what was expected. There are overages but these are mostly carryover from previous years that were not marked as such. The figures will be even higher on June 30<sup>th</sup> and the Board will receive an updated report during the August meeting. Postage and delivery was much higher than anticipated, but has been balanced out as mileage was way down.

The Commission approved all funding requests. Before the end of the fiscal year SECC is focused on getting caught up on all PEG funds expenditures so they do not have to be returned to the Commission. These funds mostly include cameras and office equipment.

Dan Ross will be coming back on to do financial reviews. Majority of BESTNet money will be spent by middle of next year so Rhodes expects this process to be pretty simple.

**B. April Minutes**

There were no changes or additions to the minutes.

David Stone moved to accept the April Financial Report and approve the minutes. Eugene Graham seconded and the motion passed unanimously.

**BESTNet/Cable Commission Update:**

**A. MOU Renewal:**

Rhodes has been working with Jerry Jones, Harriet Steiner and Steve Bradley to finalize the MOU Renewal. The Commission and Comcast approved Steiner reviewing the agreement that SECC had put together before returning the document to Comcast for final signing. The big change in this document is the re-written fiber use agreement, which needed deal points to be in place. The lawyers at Comcast still need to see it due to this change. Once Comcast signs, SECC will sign and the Commission will sign. Then SECC will write the check to Comcast. This agreement means the districts will be set until 2038.

Schiffner asked about a reoccurring charge for the backbone. Rhodes explained that there is none. The backbone maintenance is prepaid based on the contingency fees that have already been received. If a new school E-Rates a connection and comes in there will be an amount included when they come on board. Rhodes will send out a number to everyone that reflects the value of the district's membership.

**B. 2021-2022:**

Rhodes reported that the Commission had their meeting last week and approved all of the budgets. SECC's budget was based on the request from last year and PEG funding. There was no COLA included in the request as the county has not approved it yet. The Commission did say they will match the COLA and include it in funding if it is approved by the county. Staff did not include it in the SECC budget so there will be no affect if not received.

**C. Backbone Upgrade:**

Jerry Jones was not present to update the Board. Rhodes reported that everything is going as planned for the most part. The only item that came up was a meeting with Consolidated to discuss the fiber pathway. Twin Rivers is the only site that has a challenge as of now. Some equipment is not working as expected but Steve Bradley and Dustin Koelzer are working to trouble shoot.

**Executive Director's Report:**

**A. 2021 Graduations:**

Doug Niva shared that 38 graduations have been aired on the channels so far. Districts have been working to air the events online and SECC has been pushing these feeds on to the channels. Rhodes added that staff would like to have a conversation over the summer about next year's events and how to continue implementing what has worked well over the last year.

**B. SEVA Award Celebration:**

Rhodes told the Board about the two weeks of celebration that lasted for two week. SECC has received great response from Commission members, teachers and students. The Commission was very involved in the Defining 2020 Awards. Niva added that this year had the largest number of entries. Next year's event is April 24<sup>th</sup>.

**C. Programming Update:**

The Programming Report was shared during the meeting.

**D. SEVACON/SEVA Home Labs:**

Niva recapped the SEVACON events that were held every other week in an effort to create even more connection with students. SEVACON started with 250 to 300 participants which decreased to about 150 students towards the end. Staff is looking to adapt to monthly events in the next year. Rhodes stated that the silver lining of the last year is the ability to connect with people that would not have been able to come out in person. Peter Skibitzki added that it really is important to note that it is all about what you include on Zoom and how great of an opportunity it is to connect students with these individuals.

Rhodes asked the teachers to note what equipment from the SEVA Home Labs has been returned with the understanding that not all equipment would come back. Rhodes did report back these numbers back to the Commission and explained the importance of having equipment that students can use at home. Not all students are in their SEVA Labs every day so having the equipment on hand is important. Also, important how it can bring the families together by having the equipment in the home with parents helping students. Rhodes wants to take a look at checking equipment out to students over the summer so there is no gap in learning.

**E. 2021-2022 SECC Master Calendar:**

Included with the Board packet.

**F. Production:**

Niva announced a production SECC has been working on with Natomas around the Robla Resilience Program. Ruben Reyes added that Nick Conklin and Niva have been very involved in the production which highlights the work the district has done over the last year in response to events.

Skibitzki asked about San Juan production that is in the works. Niva responded that the production was put on hold by San Juan staff until after graduations.

**G. NAB October 10<sup>th</sup> & 11<sup>th</sup>:**

Niva reported that this year's NAB event will be held in Las Vegas. SECC is coordinating trip for teachers to come and meet professionals and see equipment in person. Rhodes added that this is a part of the SEVA program and a great opportunity for staff development. Being able to take them to this huge professional convention has a great impact and team building. Niva will send document out to the Board.

**Committees:**

- A. DMCC – Next meeting: September 22<sup>nd</sup>
- B. Capital Region Technology Cohorts – Next Meeting: September 10<sup>th</sup>
- C. PIO – Next Meeting: September 16<sup>th</sup>
- D. SEVA Teachers – Next Meeting: June 14<sup>th</sup>
- E. Family Engagement – Next Meeting: September 2<sup>nd</sup>
- F. Nominating Committee:  
All ballots are in and new officers will take effect July 1<sup>st</sup>.

**Closed Session - Personnel Issues**

Schiffner reported that the Board approved the modification to remove wellness day from SECC policies. The movement was made by Peter Skibitzki and seconded by David Stone. The motion passed unanimously. The Board also approved all recommended job description changes and updates to payroll.

Peter Skibitzki moved to approve COLA for staff and Ruben Reyes seconded. The motion pass unanimously.

**Round Table Sharing:**

None.

**Opportunity for Public to Address the Board:**

None.

Meeting adjourned at 2:59pm.

Respectfully Submitted by Peter Skibitzki, Secretary, on

Approved: \_\_\_\_\_  
Secretary of the Board                      Date