

**NCCC
GOVERNING BOARD AND
WORKFORCE DEVELOPMENT BOARD
MINUTES**

November 10, 2022

1. CALL TO ORDER

The meeting was called to order by Governing Board Chair Randy Fletcher and Workforce Development Board (WDB) Chair John Fleming at 2:00 pm at Sutter County Superintendent of Schools in Yuba City and by Zoom.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL – Governing Board: Quorum not present; WDB: Quorum present

Governing Board Members Present: Randy Fletcher

Governing Board Members Absent: Paul Barr, Daurice Kalfsbeek Smith, Nick Micheli

Workforce Investment Board Members Present: Marina Alvidrez, Jeff Armstrong, Lee Bishop, Andre Carrao, Glenn Denno, Tawny Dotson, Margaret Fernandez, John Fleming, Matt Goody (B. Hammes), Leslie Rubalcava, Tom Williams

Workforce Investment Board Members Absent: Fortino Curiel, Ben Felt, Neil Goforth, Ron Moore, Horacio Paras, Brynda Stranix

4. WELCOME

5. PUBLIC COMMENT

There were no comments from the public.

6. ADOPTION OF RESOLUTION AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF NCCC'S LEGISLATIVE BODIES PURSUANT TO ASSEMBLY BILL 361

WDB Action: Motion-Margaret Fernandez, second-Andre Carrao; WDB adopted Board Resolution No. 22-04 Authorizing Remote Teleconference Meetings of NCCC's Legislative Bodies Pursuant to Assembly Bill 361. *Motion Carried by roll call vote.*

7. TRIBUTE TO ERIC POMEROY

Sutter County Superintendent of Schools Tom Reusser paid a respectful tribute to former WDB member and Sutter County Assistant Superintendent Eric Pomeroy who died recently in a tragic car accident. Mr. Reusser spoke about Eric's vast knowledge and countless contributions to our area's education programs and his passionate dedication to creating opportunities for students and youth. Mr. Reusser added that Eric Pomeroy was an organ donor match for 40 individuals.

Cindy Newton commented that Eric was an esteemed colleague and a valued partner to NCCC and its programs.

8. GOVERNING BOARD CHAIR PASSES MEETING OVER TO WDB CHAIR

9. APPROVAL OF MINUTES

WDB Action: Motion-Tom Williams, second-Marina Alvidrez; WDB approved the minutes of the August 18, 2022 board meeting as presented. Motion Carried by roll call vote.

10. DIRECTOR'S REPORT

Grant Funding Update: Cindy Newton reported on NCCC's special grant funding.

- NCCC has been awarded \$1,265,444 in National Dislocated Worker Grant (DWG) funds. This is a two-year grant that will also assist long-term unemployed individuals. All NCCC AJCC/One Stops will participate in this grant.
- Notification is pending on the awarding of the regional Prison to Employment grant for \$260,000 that would serve formerly incarcerated and justice-involved individuals if awarded.
- Notification is also pending on the regional Community Economic Resilience Fund (CERF) grant. Funds for this grant would be awarded to Valley Vision who is regional convener and fiscal agent for CERF efforts in our 8 county Sacramento Region. Each region would receive \$5 million to develop partnerships and economic plans.

State/Regional/Local Monitoring: NCCC underwent a fiscal monitoring review by EDD in September. No areas of concern were cited. Cindy thanked NCCC Fiscal Officer Cheryl Baxter for her hard work. Sacramento Employment & Training Agency will conduct a monitoring of the CAREER grant on December 7. EDD just concluded a Data Validation file review of NCCC. 160 files were reviewed resulting in a good error rate of about 6%. John Fleming congratulated NCCC staff for good outcomes in the recent reviews.

11. APPROVAL OF NEW GRANT APPLICATIONS

- BREAKING BARRIERS TO EMPLOYMENT

Liz Bosley addressed the Breaking Barriers to Employment Initiative. This project will serve at risk youth, workers that are not earning a self-sufficient wage, and migrant seasonal farmworkers. The application is requesting \$750,000 to serve 100 individuals for the grant period 1/1/2023-4/30/2024.

- HRCC CONSTRUCTION PRE-APPRENTICESHIP

Cindy Newton addressed the HRCC Construction Pre-Apprenticeship Program which continues the current project that will end in January. This grant includes the building trades jurisdictions in the NCCC and NoRTEC counties. Classes will be provided at the Yuba Shasta JATC Training #228 in Marysville and at the IBEW Local 340 in Redding. Nine MC-3 classes will be held over a

three-year period. The grant is for \$990,000 to serve 150 individuals for the grant period of 5/1/2023-3/31/2026.

WDB Action: Motion-Leslie Rubalcava, second-Margaret Fernandez; WDB approved the Breaking Barriers to Employment Initiative and the HRCC Construction Pre-Apprenticeship Program grant applications and authorized the Executive Director to finalize any award to NCCC. Motion Carried by roll call vote.

12. APPROVAL OF INCUMBENT WORKER TRAINING POLICY REVISION

Per State Directive WSD19-01, it is necessary for NCCC to update its Incumbent Worker Training (IWT) Policy to comply with WIOA Federal Regulations. Under the Act, local areas may allocate up to 20% of their combined Adult and Dislocated Worker allocation for incumbent worker training activities. Incumbent worker training will only be available if all eligibility criteria are met and the employer can meet the cost share requirements of the training. NCCC will currently cap the annual amount of IWT to 20% of their combined Adult and Dislocated Worker formula allocations for the whole consortium.

WDB Action: Motion-Lee Bishop, second-Marina Alvidrez; WDB adopted the revised Incumbent Worker Training Policy as presented. Motion Carried by roll call vote.

13. APPROVAL OF SELF-SUFFICIENCY FOR EMPLOYED WORKERS POLICY REVISION

Liz Barber stated it is necessary to update NCCC's Self-Sufficiency for Employed Workers Policy. The current policy defines self-sufficiency for an employed worker as either receiving wages that equal \$15.00 per hour for an individual working full-time or family income that is above 250% of the federal poverty guidelines. This revision updates the wages to \$18.00 per hour consistent with the current living wage for our area. It was recommended that this policy be reviewed annually or biennially.

WDB Action: Motion-Tom Williams, second-Lee Bishop; WDB adopted the revised Self-Sufficiency for Employed Workers Policy as presented. Motion Carried by roll call vote.

14. FISCAL COMMITTEE REPORT

Andre Carrao presented the Fiscal Committee report and stated that NCCC met the training expenditure requirement of 20% plus the 10% in leveraged resources. Cheryl Baxter added that the Adult and Dislocated Worker funds would be spent down by the end of this month. The Fiscal Committee reported no items of concern. Kudos to the AJCC/One Stops for their efforts.

15. LOCAL/REGIONAL WORKFORCE DEVELOPMENT PLAN MODIFICATION TIMELINE

Liz Bosley reviewed the timeline for the submission of the two year modifications to our regional and local plans. Two Joint Planning/Public Input meetings will be held in November and December. Drafts of the plan modifications will be released January 13, 2023 initiating a 30-day

review and comment period. Board approval will occur on February 16 with final submission to the State Workforce Development Board on March 31.

16. PERSENTATION – THE PLUS GROUP, INC.

Margaret Fernandez, Area Manager for The Plus Group Inc, gave a presentation about The Plus Group staffing company and the staffing industry in general. The Plus Group’s mission is to provide quality job placement services to jobseekers, to best meet the employers’ staffing needs, and provide quality, cost-effective staffing services. Margaret reviewed the advantages to an employer in hiring a staffing firm. An important benefit being that the staffing firm devotes all their time in recruiting efforts, screening, assessing, vetting, keeping up to date on current labor laws and hiring practices, and performing all human resources duties as employer of record. Margaret mentioned that community outreach and community involvement is very important to The Plus Group in that it develops connections, opportunities and partnerships with local agencies. She also commented about the challenges that our labor market is currently facing. Margaret addressed several questions from board members.

17. PROGRAM PERFORMANCE REPORT

Cindy Newton reviewed program performance outcomes for the first quarter. Comparisons were made to last year’s numbers which showed a decrease in Adult and Dislocated Worker participants but Average Wage at Placement for those programs were impressive at \$29.00 and \$20.00/hr. respectively. Youth program outcomes remained static. Cindy commented that since NCCC’s service providers continue to perform so well, the State keeps raising NCCC’s performance standards. NCCC’s special grants projects: National Dislocated Worker Grants Yuba County Wildfire and COVID-19 were awarded more funds and will continue until next year. The Pre-apprenticeship Construction program will end in January with all benchmarks met except for entered employment; more placements are anticipated by the grant’s end date. Outcomes for the regional CAREER grant and the Homeless to Hopeful and the Equity & Special Populations grants were also reviewed and are progressing well. John Fleming commended NCCC and AJCC staffs for their efforts.

18. SERVICE PROVIDER PROGRAM UPDATES

Upward Bound (UB): Upward Bound’s Director Maria Moreno introduced UB’s new WIOA Program Advisor Heidy Navarro. Maria provided an update on the services provided in last summer’s program. It was the first fully in-person six-week academic and work experience program in two years. Currently UB staff is assisting 90 high school seniors with college and financial aid applications. Workshops that are offered to students throughout the year include: professional etiquette, financial goals, and job search techniques.

Colusa One Stop/AJCC: Colusa One Stop Director Angie O’Canas said the One Stop’s unemployment traffic has picked up in recent weeks. Angie thanked Cindy Newton and Glenn Denno for helping obtain an EDD representative at the Colusa office site and for the Virtual AJCCC as well. Staff has participated in outreach services at Colusa County Office of Education on the spot hiring events and family nights that are held every other month. Staff will attend the

recruiting event for the Wildland Fire Academy on November 20; class will begin in January. The One Stop is also partnering with a local organization in providing a small food pantry at their office for clients and walk-in customers in need.

Glenn County One Stop/AJCC: Glenn County Community Action Manager Yassi Lam reported that their office collaborated with Glenn County Office of Education and Glenn County Personnel in a successful hiring event in early October. About 20 employers participated across different sectors. There were two full-time hires and a few individuals were identified for WIOA services from the job fair. Another joint hiring event is being considered to be held in the south part of Glenn County. Glenn AJCC also collaborated with Orland Library and offered work readiness and job search workshops to the community. Training assistance requested have included Truck Driver, Healthcare fields and Vet Tech. About 15 high school students are currently participating in the YES program and more in-school youth enrollments are anticipated for this program year. Staff responded to one WARN notice in September for maintenance repair at an agriculture processing facility. Layoffs will occur November-June and all employees are expected to return to work. Staff also assisted laid off employees at another ag related processor. Yassi Lam recognized the Glenn County AJCC team, some of who recently joined the staff. Yassi thanked NCCC staff for their support and the training that was provided to her staff, and she expressed her appreciation to her AJCC/One Stop peers.

Sutter One Stop/AJCC: Sutter County One Stop Director Rinky Basi echoed Yassi Lam's sentiment and acknowledged her AJCC staff as well. The Sutter One Stop updated their workshops by offering one-day workshops for resumes and applications and another for interviewing techniques. These workshops have been well-received by participants. Rinky spoke about the services that are provided to the homeless population and the One Stop's partnerships with Hands of Hope, Harmony Village, Better Ways and New Haven. Staff is also working on recruitment efforts. A recruitment event with The Plus Group will be held next week for the needs of Para-Professionals in the community. A job fair was held in September and specialized job fairs have been very successful. A big job fair is being planned for March 29th. Rinky introduced Sutter County's Adult Education Director Lorilee Niesen.

Yuba One Stop/AJCC: Yuba One Stop Director Caron Job said the One Stop is currently going through a hiring process for Training and Employment Counselors I and II. Work Readiness workshops are being offered 5 days a week either at the One Stop, the Yuba County Library or the Life Building Center. A How to Navigate State Jobs workshop is offered virtually as well. A job fair is planned for some time after the first of the year. The One Stop currently is sponsoring training for 5 CNAs, 5 Certified Medical Assistants and 6 Welders in YCOE CTE programs; 6 Truck Drivers at various academies; RNs, Rad Techs, Psych Techs, Early Childhood Education, Fire Academy, Police Academy, Welder and Master Mechanic at Yuba College; and trainings at Sutter One Stop. A forklift training will be offered December 15 and 16th in English and Spanish. 13 participants are enrolled in Work Experience or Transitional Jobs and 10 in OJT. Outreach activities are being done in the foothills area. Staff has conducted career fairs at the local high schools and provides program services at the YCOE Charter School as well. The Winter Wonderland event will take place December 2 from 2:00-6:00. Staff will participate in So Thankful events at Marysville High School and Lindhurst High School on November 21 and 22. Caron Job shared a success story about 2 Charter School students who were hired at the SPCA.

19. OTHER BUSINESS

2023 Board Meeting Schedule: The 2023 board meeting schedule was provided to members.

WDB Vacancies: NCCC currently has membership vacancies on the WDB for a Business representative and an Adult Education & Literacy representative. Appointments are anticipated to be made in February.

Next Board Meeting: The next joint NCCC Board meeting will be February 16, 2023. A location is yet to be determined. If necessary, this meeting may be held via Zoom.

Recognition: John Fleming and Cindy Newton presented an award of appreciation on behalf of NCCC to outgoing Yuba County Supervisor and Governing Board Chair Randy Fletcher who is attending his last NCCC board meeting. Cindy Newton and John Fleming thanked Randy for his time, support, community leadership and dedication provided to our organization. Mr. Fletcher expressed his gratitude for this recognition and stated it was his sincere pleasure to serve on NCCC's board. Randy Fletcher also acknowledged NCCC staff for their great efforts. Cindy introduced Yuba County Supervisor Don Blaser who will become Yuba County's representative on our Governing Board in January.

20. ADJOURNMENT

There being no further business, the meeting was adjourned at 3:50 pm.

ATTEST:

(Signed)
John Fleming, Chair
Workforce Development Board

APPROVED ON: _____ 2/16/23