

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

February 17, 2022

**1. CALL TO ORDER**

The meeting was called to order by Governing Board Chair Randy Fletcher and Workforce Development Board (WDB) Vice Chair Horacio Paras at 2:00 pm by Zoom teleconference.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL – Quorums present**

**Governing Board Members Present**

Ken Hahn                      Randy Fletcher                      Daurice Kalfsbeek Smith                      Nick Micheli

**Governing Board Members Absent**

None

**Workforce Investment Board Members Present**

Lee Bishop	Ben Felt	Horacio Paras
Andre Carrao	Margaret Fernandez	Eric Pomeroy
Fortino Curiel	Neil Goforth	Leslie Rubalcava
Glenn Denno	Ron Moore	Brynda Stranix
Tawny Dotson	M.Mulliner (Hammes)	Tom Williams

**Workforce Investment Board Members Absent**

Marina Alvidrez	John Fleming	Angela Parisio Long
Jeff Armstrong	Steve Hammarstrom	

**4. WELCOME**

**5. PUBLIC COMMENT**

There were no comments from the public.

**6. ADOPTION OF RESOLUTION CONTINUING NCCC BOARDS' AUTHORITY TO HOLD TELECONFERENCE BOARD MEETINGS DUE TO A STATE OF EMERGENCY PURSUANT TO ASSEMBLY BILL 361**

Cindy Newton presented a resolution that authorized NCCC's Boards to hold an open meeting by teleconference. This resolution is presented pursuant to Assembly Bill 361.

**WDB Action:** On a motion by Ben Felt and seconded by Andre Carrao, the WDB adopted Board Resolution No. 22-01 Authorizing Remote Teleconference Meetings Pursuant to Govt. Code §54953(e) as amended by Assembly Bill 361. Motion Carried by roll call vote.

**Governing Board Action:** On a motion by Ken Hahn and seconded by Nick Micheli, the Governing Board adopted Board Resolution No. 22-01 Authorizing Remote Teleconference Meetings Pursuant to Govt. Code §54953(e) as amended by Assembly Bill 361. Motion Carried by roll call vote.

## **7. WORKFORCE DEVELOPMENT BOARD APPOINTMENTS**

**Governing Board Action:** On a motion by Ken Hahn and seconded by Nick Micheli, the Governing Board appointed Tawny Dotson, President of Yuba College; Tom Williams, President/GM of Yuba River Moulding & Millwork; and Marina Alvidrez, Director of Human Resources with Hard Rock Hotel & Casino, to the Workforce Development Board. Motion Carried by roll call vote.

## **8. APPROVAL OF REVISED GOVERNING BOARD BYLAWS**

A revision to the Governing Board Bylaws was presented that would change the officers' terms of office from a one year term to a two year term. Article VI.B and C would state the Chair and Vice Chair shall serve two year terms and the election of officers shall be held every two years at the first meeting of every odd numbered year.

**Governing Board Action:** On a motion by Ken Hahn and seconded by Daurice Kalfsbeek Smith, the Governing Board adopted the revised NCCC Governing Board Bylaws as presented. Motion Carried by roll call vote.

## **9. APPROVAL OF REVISED WORKFORCE DEVELOPMENT BOARD BYLAWS**

A revision to the WDB Bylaws was presented that would change WDB officers' terms of office from a one year term to a two year term. Article VII, Sections 2 and 3 would state the Chair and Vice Chair shall serve two year terms and the election of officers shall be held every two years at the first meeting of every odd numbered year.

**WDB Action:** On a motion by Neil Goforth and seconded by Ben Felt, the WDB adopted the revised NCCC Workforce Development Board Bylaws as presented. Motion Carried by roll call vote.

## **10. ELECTION OF GOVERNING BOARD VICE CHAIR**

Nominations for Governing Board Vice Chair were taken from the floor.

**Governing Board Action:** On a motion by Ken Hahn and seconded by Daurice Kalfsbeek Smith, the Governing Board elected Nick Micheli to serve as Vice Chair. Motion Carried by roll call vote.

**11. APPROVAL TO EXTEND TERMS OF GOVERNING BOARD AND WDB OFFICERS UNTIL THE NEXT ELECTIONS IN 2023**

**WDB Action:** On a motion by Andre Carrao and seconded by Ben Felt, the WDB approved to extend the terms of the WDB officers until the next elections in 2023. Motion Carried by roll call vote.

**Governing Board Action:** On a motion by Ken Hahn and seconded by Nick Micheli, the Governing Board approved to extend the terms of the Governing Board officers until the next elections in 2023. Motion Carried by roll call vote.

**12. GOVERNING BOARD CHAIR PASSES MEETING OVER TO WDB VICE CHAIR**

**13. APPROVAL OF MINUTES**

**WDB Action:** On a motion by Ben Felt and seconded by Andre Carrao, the WDB approved the minutes of the November 18, 2021 board meeting as presented. Tawny Dotson and Tom Williams abstained. Motion Carried by roll call vote.

**Governing Board Action:** On a motion by Nick Micheli and seconded by Daurice Kalfsbeek Smith, the Governing Board approved the minutes of the November 18, 2021 board meeting as presented. Ken Hahn abstained. Motion Carried by roll call vote.

**14. DIRECTOR'S REPORT**

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

- NCCC has been awarded \$1.5 million for a Special Populations grant. This grant combines several other grants that NCCC has previously received funding for. NCCC selected 5 populations to serve under this grant – English language learners, homeless and housing insecure, justice-involved individuals, people with disabilities, and veterans. These funds will serve 300 individuals for the grant period January 1, 2022-December 31, 2023. Kudos to the AJCC staffs for their great efforts in serving different population groups. A press release will be released soon.
- NCCC's contract with SETA for CAREER National Dislocated Worker (NDWG) grant funds has been initiated. This is a \$900,000 grant to serve dislocated workers including long-term unemployed individuals.

**Regional/State Monitoring:** NCCC has not received EDD program and fiscal review reports for this year. However, draft reports were received for 2 reviews conducted 2 years ago. The findings on those reports were previously reported to the boards. Program and fiscal reviews were conducted for the Workforce Accelerator grant, which has ended, with no findings. The NDWG Trade grant has ended as well, and no findings were cited in that monitoring review. A fiscal review was conducted for the Prison to Employment grant with no findings cited. A program review is currently being done on that grant.

**AJCC Certification:** Continuing the AJCC Certification Process, NCCC worked with each of the AJCCs on developing Continuous Improvement Plans on how they plan to improve their services. WDB member Ron Moore participated in the review of the plans which concluded on December 31. These plans will be reviewed periodically with the AJCCs to see how they're progressing. The plans are available should any board members wish to look at them.

## **15. APPROVAL OF NEW GRANT APPLICATIONS**

- **WORKFORCE ACCELERATOR FUND 10 - HOMELESS TO HOPEFUL 2.0**

Liz Bosley said NCCC applied for a Workforce Accelerator 10 grant titled Homeless to Hopeful 2.0. The project's goal is to expand the earlier Accelerator 8.0 project to serve homeless and justice-involved clients on a broader scale across the NCCC region. AJCC staff will expand their presence to county probation offices and county housing developments. The application is requesting \$500,000 to serve 75 individuals for the grant period June 1, 2022-December 31, 2023.

**WDB Action:** On a motion by Ben Felt and seconded by Margaret Fernandez, the WDB approved the Workforce Accelerator Fund 10 grant application and authorized the Executive Director to finalize any award. *Motion Carried by roll call vote.*

**Governing Board Action:** On a motion by Daurice Kalfsbeek Smith and seconded by Nick Micheli, the Governing Board approved the Workforce Accelerator Fund 10 grant application and authorized the Executive Director to finalize any award. *Motion Carried by roll call vote.*

- **GOOD JOBS CHALLENGE**

Cindy Newton said NCCC, in collaboration with the Yuba-Sutter Economic Development Corporation and several local agencies, has applied for the Good Jobs Challenge grant. This is a highly competitive federal grant with about 500 applications expected to be submitted and about 50 grants planned to be awarded. The application is requesting \$7,885,962 to serve 520 individuals for the grant period July 1, 2022-September 30, 2027. The goal of the grant is to develop new trainings and expand existing trainings in various industries. This project is a partnership between training providers and local employers who would provide internships and subsequent full-time jobs. Cindy Newton thanked Brynda Stranix for her assistance with the grant application.

**WDB Action:** On a motion by Brynda Stranix and seconded by Margaret Fernandez, the WDB approved the Good Jobs Challenge grant application and authorized the Executive Director to finalize any award. *Motion Carried by roll call vote.*

**Governing Board Action:** On a motion by Ken Hahn and seconded by Nick Micheli, the Governing Board approved the Good Jobs Challenge grant application and authorized the Executive Director to finalize any award. *Motion Carried by roll call vote.*

## **16. FISCAL COMMITTEE REPORT**

Margaret Fernandez reported on the Fiscal Committee meeting held a couple of weeks ago. The Committee was happy to have Andre Carrao join the Committee. Staff updated the Committee on the status of NCCC's special grants and reviewed the Adult and Dislocated Worker training expenditures which are on target for the PY 2021-22 second quarter.

## **17. PRESENTATION – ORLAND BOWL**

WDB Board Member Andre Carrao gave a presentation about his Glenn County business Orland Bowl a family owned and operated bowling center established in 1979. Andre showed photos and spoke about the history and development of Orland Bowl. He talked about their involvement and commitment to the youth, special education groups and schools in Glenn County. Andre mentioned that through the WIOA program and the Glenn County Youth Employment Services (YES) program Orland Bowl has provided work experience training to about 20-25 youth over the years and hiring a number of them. He shared a success story of a foster youth who worked at Orland Bowl through high school and college, graduated as an engineer and is employed at Tesla. Andre said he is grateful to participate in programs like YES and WIOA helping youth develop valuable work skills and help his business as well.

## **18. LABOR MARKET INFORMATION OVERVIEW**

Luis Alejo, EDD Northern Area Labor Market Consultant, provided an update from last year's overview of 3<sup>rd</sup> quarter 2019 to 3<sup>rd</sup> quarter 2020 employment data. The presentation included comparative unemployment rates, employment trends, and a look at 1<sup>st</sup> quarter 2020 compared to 1<sup>st</sup> quarter 2021 employment change. Average total industry jobs in NCCC declined from 68,197 in 1<sup>st</sup> Quarter 2020 to 65,496 in 1<sup>st</sup> Quarter 2021 resulting in a loss of 2,701 jobs. Charts with monthly data from 2019-2021 for the NCCC region and for each of the counties were also displayed showing how things have transpired in terms of the pandemic's impact on labor force and industry.

## **19. PROGRAM PERFORMANCE REPORT**

Cindy Newton reviewed program performance outcomes for the second quarter. Comparisons were made to last year's numbers which showed increases in Adult program outcomes. Wages in the Adult program were very impressive up by \$3.00/hr. Decreased enrollments in the Dislocated Worker program and Youth program outcomes remained about the same as last year. Ms. Newton reported on NCCC's special grant projects: The Olam/Land O'Lakes closure grant and the Veterans grant both ended in December and well exceeded planned numbers. The projects providing services to the Disabled, Homeless, Offenders, and English Language Learners are all progressing well. National Dislocated Worker Grants – Yuba County Wildfire and COVID-19 – are also doing well. The COVID-19 grant has been extended for another year with an additional \$400,000.

## 20. SERVICE PROVIDER PROGRAM UPDATES

Upward Bound (UB): Upward Bound's Director Maria Moreno provided a program update. Upward Bound is planning their summer program which will be their first full in-person program since 2019. Virtual services that were provided during the pandemic that will continue include online tutoring and a variety of workshops. In-person college trips will take place during spring break. Community college bound students will be offered an in-person workshop on March 2. The 6-week summer program will begin June 12 with over 200 students.

Colusa One Stop/AJCC: Colusa One Stop Interim Director Angie O'Canas said One Stop staff met with Morning Star to aid in recruiting truck drivers and possibly assist with driving fees. In January, Colusa One Stop provided services to 8 cadets in the Wildland Fire Academy. Colusa County Office of Education's CNA training was pushed from April to June in hopes to serve recently graduated high school students. Colusa One Stop welcomed 2 new staff members, Workforce Development Specialist Alyna Hernandez and Staff Assistant Marina Ambriz. The Volunteer Income Tax Assistance (VITA) program began on February 2 with three volunteers and is being overseen by Alyna Hernandez.

Glenn County One Stop/AJCC: Glenn County Community Action Manager Yassi Lam recognized their co-located partner Glenn County Health & Human Services Agency CalWORKs program for their help through recent staffing challenges allowing them to stay open full time after the holidays. Glenn County Office of Education's (GCOE) YES program spring session started this week and will run through May. Glenn County AJCC sponsored close to 15 medical assistant students with GCOE and are preparing them to start their clinical work experience training next week. Staff is seeing interest in various trainings such as truck driving, pharmacy technician, firefighter, police academy, veterinary assistant and welding. Staff is also assisting individuals with job search and work-based learning opportunities. Glenn AJCC is averaging about 37 job listings each month. A Financial Literacy/Basic Budgeting virtual workshop is planned to be held in March. Glenn AJCC will participate in the 8<sup>th</sup> Grade Career Exploration Series in late March through early April. Staff expects to connect with 180 students across Glenn County to talk about jobs in Human Services and Workforce Development. Glenn AJCC support their Community Action peers in the Point-in-Time Homeless Count next week.

Sutter One Stop/AJCC: Sutter County One Stop Director Rinky Basi said the One Stop staff has been busy with recruitment and offering various workshops. A Dental class of about 15 students from Sutter, Yuba and Colusa AJCCs is preparing to go out on clinical sites. The One Stop just completed a series of work readiness workshops with the Independent Living Program for foster youth. There are currently 22 individuals in Work Experience activities and about 5 participants in On-the-Job Training (OJT). There have been 26 OJTs this program year. Recruitment is currently underway for the Pre-apprenticeship class in April. The first orientation was held yesterday. Staff are currently working on 50 job orders that are posted. The One Stop is hosting in-person job fairs. A job fair was held last week and the next one is scheduled in March. Sutter One Stop will continue to provide virtual AJCC services that proved to be successful along with all usual in-person services.

