

NCCC
WDB AND GOVERNING BOARD

APPROVED
MINUTES

May 12, 2016

1. CALL TO ORDER

The meeting was called to order by Governing Board Chair Larry Munger and WDB Chair Don Schrader at 2:00 pm at the Sutter County Veterans Memorial Building in Yuba City.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Governing Board Members Present

Roger Abe Dwight Foltz Larry Munger Kim Vann

Governing Board Members Absent

None

Workforce Investment Board Members Present

Jeff Armstrong	Margaret Fernandez	Selenia Moseley	Joseanna Rosales
Andre Carrao	Steve Hammarstrom	Daren Otten	Henry Sanchez
Thaddeus Eubanks	Debra Mills	Chris Paige	Don Schrader
Ben Felt	John Minniear	Angel Reynoso	Brynda Stranix

Workforce Investment Board Members Absent

Sarbdeep Atwal	Mark Mulliner	Ed Ritchie
Sandy Fowler	Randy Page	Greg Stone
Armando Guerrero		

4. PUBLIC COMMENT

There were no comments from the public.

5. REPORT OUT ON EARLIER GOVERNING BOARD MEETING

Governing Board Chair Larry Munger reported out on action taken at the Governing Board meeting that was held earlier this afternoon.

WDB Member Reappointments: The Governing Board reappointed Don Schrader, Thaddeus Eubanks, Margaret Fernandez, Selenia Moseley and Ben Felt to the WDB with new terms effective July 1, 2016.

In Closed Session: The Governing Board: 1) Eliminated the cap on total amount of paid sick leave for NCCC employees; and 2) NCCC Executive Director Nancy Crooks informed the Governing Board that she would be retiring by the end of the year.

6. GOVERNING BOARD CHAIR PASSES MEETING OVER TO WDB CHAIR

7. APPROVAL OF MINUTES – FEBRUARY 17, 2016 MEETING

WDB Action: On a motion by Henry Sanchez and seconded by Angel Reynoso, the WDB approved the minutes of the February 17, 2016 meeting as presented. Motion Carried.

Governing Board Action: On a motion by Dwight Foltz and seconded by Kim Vann, the Governing Board approved the minutes of the February 17, 2016 meeting as presented. Motion Carried.

8. DIRECTOR'S REPORT

Nancy Crooks reported on current state and local issues.

WIOA Update: Final federal regulations have not yet been issued by Department of Labor (DOL). It is anticipated the regulations will be out at the end of June.

Board Member Orientation: A board orientation is being planned for new and existing board members. It may be scheduled around the board meeting in August.

NCCC Single Audit: NCCC's audit is completed and has been submitted to the State of California. Kathy Wright from Tenney and Company CPAs will give a presentation later in the agenda.

Proposition 39 Funding: NCCC's Proposition 39 grant application that was submitted for pre-apprenticeship activities in our area was not funded. NCCC is looking into applying for additional Proposition 39 funding that may become available. Nancy Crooks commented that the Electricians union has expressed interest in joining our pre-apprenticeship efforts.

Partnership Activities: NCCC partnered with local One Stops and workforce leaders for the Spring Job Fair on April 14. Over 40 businesses participated and about 300 job seekers attended. NCCC is participating in a regional sector partnership planning grant with SETA, Golden Sierra and Yolo workforce areas and is contracting with Valley Vision to create a list of business advisory committees in our region to facilitate business outreach. This regional collaboration is also researching industry gaps in our area.

Grant Funding Opportunities: NCCC has submitted grant applications to provide workforce development services to veterans, supervised population, Disability Employment Accelerator and 25% additional assistance for the Colusa Regional Medical Center closure. Staff will speak about these grants later in the agenda.

2016/2017 Funding Allocations: Formula funding allocations were just released. About 28 of the 48 local areas received increased funding. NCCC received a slight increase of 1.9% which amounts to about \$57,000. NCCC county allocations, which are determined by unemployment rates and economic impact, will vary compared to last year. Two counties will receive an increase in funds, one will receive about the same amount as last year but Yuba County lost a substantial amount of funding. Nancy Crooks said she will look into finding additional funds to help make Yuba County a little more whole.

9. STATE UPDATE

NCCC's new EDD Regional Advisor Gloria Earl reported on issues and activities at the state level.

- The Rapid Response and Layoff Aversion Directive is open for comment due May 26.
- The State is hoping the Final Regulations will be in place by the end of June.
- A regional planning grant application that was submitted by SETA was awarded funding. The 25% additional assistance grant for the Colusa Regional Medical Center closure is in the clearance process awaiting final approval.
- EDD's Program Accountability Department was notified by Department of Labor that the revision to DOL's WIOA update system is still in progress.

10. ANNUAL ELECTION OF WDB OFFICERS – EFFECTIVE JULY 1, 2016

WDB Action: On a motion by Angel Reynoso and seconded by Thaddeus Eubanks, the WDB re-elected Don Schrader as Chair through June 30, 2017. Motion Carried.

WDB Action: On a motion by Margaret Fernandez and seconded by Henry Sanchez, the WDB elected Angel Reynoso as Vice-Chair through June 30, 2017. Motion Carried.

11. APPROVAL OF 2016 RFP FUNDING RECOMMENDATIONS FOR ONE STOP OPERATORS AND SPECIAL YOUTH PROVIDERS

The RFP Committee reviewed the submitted proposals and made recommendations for the 2016 RFP of WIOA funds. Proposals were received from the following existing program operators and services providers: Colusa County One-Stop Partnership, Glenn County Health and Human Services Agency, Sutter County Superintendent of Schools, Yuba County Office of Education and CSU, Chico Research Foundation-Upward Bound Projects. There was no competition for any of the WIOA programs in the four NCCC counties. All RFP timelines and legal processes were met. Readers were selected from NCCC's local board and outside workforce area entities. The Committee found all proposals received to be good and recommended they be funded.

RFP Committee Recommendation: The RFP Committee recommended the Governing Board and WDB authorize negotiations between NCCC and the bidders and if successful award contracts to be executed for the contract period July 1, 2016 through June 30, 2017 with the possibility of a second and third year contract extension based on the success of their expenditures, performance and outreach to businesses.

WDB Action:

Colusa County One-Stop Partnership: On a motion by Chris Paige and seconded by Selenia Moseley the WDB accepted the RFP Committee's recommendation and authorized negotiations with Colusa County One-Stop Partnership and if successful award a contract for One-Stop operation and the delivery of WIOA program services for Colusa County. Ben Felt abstained. Motion Carried.

Glenn County Health and Human Services Agency: On a motion by John Minniear and seconded by Henry Sanchez the WDB accepted the RFP Committee's recommendation and authorized negotiations with Glenn County Health and Human Services Agency and if successful award a contract for One-Stop operation and the delivery of WIOA program services for Glenn County. Motion Carried.

Sutter County Superintendent of Schools: On a motion by Brynda Stranix and seconded by Henry Sanchez the WDB accepted the RFP Committee's recommendation and authorized negotiations with Sutter County Superintendent of Schools and if successful award a contract for One-Stop operation and the delivery of WIOA program services for Sutter County. Motion Carried.

Yuba County Office of Education: On a motion by Ben Felt and seconded by Brynda Stranix the WDB accepted the RFP Committee's recommendation and authorized negotiations with Yuba County Office of Education and if successful award a contract for One-Stop operation and the delivery of WIOA program services for Yuba County. Motion Carried.

CSU, Chico Research Foundation-Upward Bound Projects: On a motion by Thaddeus Eubanks and seconded by Chris Paige the WDB accepted the RFP Committee's recommendation and authorized negotiations with CSU, Chico Research Foundation-Upward Bound Projects and if successful award a contract for Special Youth Services Provider. Motion Carried.

Governing Board Action: On a motion by Kim Vann and seconded by Dwight Foltz, the Governing Board concurred with WDB action and approved funding all proposals pending negotiations and authorized the NCCC Executive Director to conclude negotiations and award contracts. Motion Carried.

12. APPROVAL OF FISCAL ADVISORY COMMITTEE REPORT

Henry Sanchez reported on the Fiscal Advisory Committee meeting of May 9th.

Revised FY 2015/2016 NCCC Administrative Entity Budget: The Committee discussed revisions to NCCC's FY 2015/16 budget. At the February board meeting, it had been mentioned that revisions to the budget may possibly be necessary due to fire loss expenses and unexpected budget increases. The budget items needing adjustment are increased costs for CalPERS and rent.

FY 2016/2017 NCCC Administrative Entity Budget and WIB/Governing Board Budget: Henry Sanchez presented the proposed FY 2016/2017 NCCC Administrative Office budget and the WIB/Governing Board budget for the board's consideration.

WDB Action: On a motion by Ben Felt and seconded by John Minniear, the WDB approved all the budgets as presented in the Fiscal Advisory Committee Report. Motion Carried.

Governing Board Action: On a motion by Dwight Foltz and seconded by Kim Vann, the Governing Board approved all the budgets as presented in the Fiscal Advisory Committee Report. Motion Carried.

13. ACCEPTANCE OF FY 2014/2015 SINGLE AUDIT REPORT

Katherine Wright of Tenney & Co. CPAs presented NCCC's audit report for the period of July 1, 2014 through June 30, 2015. The audit report included a review of the grant awards, federal revenues and expenditures, funds provided to subrecipients, and the Summary of Auditor's Results. The audit report was unmodified, which means it was a good report with no findings identified. Kathy Wright thanked Nancy Crooks and staff for their help during the audit and their efforts in keeping NCCC in compliance.

WDB Action: On a motion by Henry Sanchez and seconded by John Minniear, the WDB accepted the FY 2014/2015 audit report as presented. Motion Carried.

Governing Board Action: On a motion by Dwight Foltz and seconded by Kim Vann, the Governing Board accepted the FY 2014/2015 audit report as presented. Motion Carried.

14. MEMORANDUM OF UNDERSTANDING UPDATE

Lettie Seaver provided an update on the Memorandum of Understanding (MOU) process. Ms. Seaver explained that under WIOA it is the Governing and Workforce Development Boards' responsibility to negotiate an MOU with the One-Stop partners. The MOU process is on track. The MOU document was reviewed and accepted by participating entities and once all signatures have been obtained, an executed MOU will be submitted to EDD by the end of June. This MOU is the first step in developing a combined universal workforce system in our four-county area.

WDB Action: On a motion by Henry Sanchez and seconded by Thaddeus Eubanks, the WDB accepted the Memorandum of Understanding and authorized the Board Chair to sign the document and submit to the State of California by June 30. Motion Carried.

Governing Board Action: On a motion by Kim Vann and seconded by Dwight Foltz, the Governing Board accepted the Memorandum of Understanding as presented and authorized the Board Chair to sign the document and submit to the State of California by June 30.
Motion Carried.

15. APPROVAL OF NEW GRANT FUNDING APPLICATIONS

- CRMC CLOSURE PROJECT

Lettie Seaver stated that on April 1st, the Colusa Regional Medical Center notified their 222 employees that the medical facility and associated clinics would close on April 22. Colusa One-Stop staff was on-site that day informing employees of program services available to them and scheduling Rapid Response orientation meetings. The following week Colusa and Sutter One Stop staffs conducted the orientation meetings to the affected employees. NCCC has submitted a 25% additional assistance grant application to the State of California for \$235,000 to serve 47 individuals dislocated by this closure. Recently, NCCC has learned that the clinics will remain open. Additionally, several impacted employees have been immediately re-employed in medical facilities in Glenn and Yuba Counties.

WDB Action: On a motion by Henry Sanchez and seconded by Chris Paige, the WDB approved the submittal of the CRMC Project grant application and authorized the Executive Director to finalize any award. *Motion Carried.*

Governing Board Action: On a motion by Kim Vann and seconded by Dwight Foltz, the Governing Board approved the submittal of the CRMC Project grant application and authorized the Executive Director to finalize any award. *Motion Carried.*

- SUPERVISED POPULATION WORKFORCE TRAINING

Lettie Seaver stated the California Workforce Development Board and EDD released an RFP making available Recidivism Reduction funds for workforce training targeting supervised populations. This target group includes persons who are under the jurisdiction of county probation departments or community corrections partnerships. Currently, Colusa and Sutter County One-Stops have contracts with their local probation departments to provide WIOA services to individuals on county probation. NCCC has submitted a 25% additional assistance grant application to the State of California for \$200,000 to provide WIOA services to 36 individuals that will include job search and development, OJT, work experience and vocational training if needed.

WDB Action: On a motion by Thaddeus Eubanks and seconded by John Minniear, the WDB approved the submittal of the Supervised Population grant application and authorized the Executive Director to finalize any award. *Motion Carried.*

Governing Board Action: On a motion by Dwight Foltz and seconded by Kim Vann, the Governing Board approved the submittal of the Supervised Population grant application and authorized the Executive Director to finalize any award. *Motion Carried.*

- VETERANS' EMPLOYMENT-RELATED ASSISTANCE PROGRAM (VEAP)

Cindy Newton said an application was submitted to the State of California for a new Veterans' Employment-Related Assistance Program (VEAP) grant in the amount of \$500,000. The term of this grant is 7/1/2016-2/28/2018. Training activities will include vocational training, OJT and emphasis on "earn and learn" activities. This grant is projected to serve 70 veterans who have significant barriers to employment, service-connected disabilities, campaign veterans, eligible spouses and recently released veterans. The priority target group for this project are veterans with significant barriers to employment.

WDB Action: On a motion by Henry Sanchez and seconded by Andre Carrao, the WDB approved the submittal of the VEAP grant application and authorized the Executive Director to finalize any award. *Motion Carried.*

Governing Board Action: On a motion by Dwight Foltz and seconded by Kim Vann, the Governing Board approved the submittal of the VEAP grant application and authorized the Executive Director to finalize any award. *Motion Carried.*

- PROPOSITION 39 PRE-APPRENTICESHIP DEVELOPMENT GRANT

Cindy Newton said a grant application was submitted to the State of California for a Proposition 39 Pre-Apprenticeship Development grant for \$50,000. Funds from this grant would be used to develop program and/or system infrastructure for successful training implementation of a pre-apprenticeship program that will lead to apprenticeship or employment in the energy efficiency or construction sectors.

WDB Action: On a motion by Brynda Stranix and seconded by John Minniear, the WDB approved the submittal of the Proposition 39 Pre-Apprenticeship Development grant application and authorized the Executive Director to finalize any award. *Motion Carried.*

Governing Board Action: On a motion by Kim Vann and seconded by Dwight Foltz, the Governing Board approved the submittal of the Proposition 39 Pre-Apprenticeship Development grant application and authorized the Executive Director to finalize any award. *Motion Carried.*

- DISABILITY EMPLOYMENT ACCELERATOR

Cindy Newton said NCCC submitted a grant application to the State of California for \$150,000 to develop and implement program services for people with disabilities who are unemployed or underemployed. This grant is projected to serve 35 individuals and will create or expand "earn and learn" opportunities such as work experience, transitional jobs, OJT, pre-apprenticeship and apprenticeship. The term of this grant is 7/1/2016-11/30/2017.

WDB Action: On a motion by Henry Sanchez and seconded by Selenia Moseley, the WDB approved the submittal of the Disability Employment Accelerator grant application and authorized the Executive Director to finalize any award. *Motion Carried.*

Governing Board Action: On a motion by Dwight Foltz and seconded by Kim Vann, the Governing Board approved the submittal of the Disability Employment Accelerator grant application and authorized the Executive Director to finalize any award. *Motion Carried.*

Nancy Crooks gave an update on NCCC's National Emergency Healthcare Grant which ended March 31. Ms. Crooks stated that in consideration of NCCC's fine program performance, the State of California awarded NCCC \$30,000 in additional funding. Yuba and Sutter One-Stops will utilize these funds on current work experience activities. The grant period for this project was extended to June 30, 2016.

16. REGIONAL INFORMATION AND COMMUNICATION TECHNOLOGIES PRESENTATION

Professor Steve Linthicum of Sierra College gave a presentation on cyber security training. As a Regional Deputy Sector Navigator with the California Community Colleges Chancellor's Office, Mr. Linthicum is using grant funds to create pathways in cyber security training for middle and high school students into the community colleges in the Greater Sacramento Area. Mr. Linthicum said cyber security is an emerging high demand occupation and he is looking into bringing this type of training opportunities to our area's schools. Projects Mr. Linthicum will be conducting this summer include: 8 three-day CyberCamps for middle and high school students and a one-week workshop for 46 teachers in cyber security curriculum and CyberCamp activities. Finally, Mr. Linthicum demonstrated how an insufficiently protected server could potentially be broken into.

17. PRE-APPRENTICESHIP PROJECT REPORT

Jeff Armstrong and Nancy Crooks reported on NCCC's successful pilot Pre-Apprenticeship Training Project that took place this spring. This project was a joint effort involving NCCC's One Stop Centers and the following apprenticeship programs: Northern California Laborers Joint Apprenticeship, Sheet Metal Workers #104, Plumbers & Pipefitters #228, and Operating Engineers #3. The participants who completed the training earned certificates of completion in 5 distinct areas as well as a certificate from the NCCC Board. 24 individuals began the project and 19 completed successfully. Project outcomes included: 13 participants joined the Laborers Apprenticeship Program earning \$19.28/hour, 1 joined the Laborers Union as a journeyman, 2 are working in non-union jobs, 1 is interested in joining the Electricians' Apprenticeship Program, and 2 are interested in joining the Plumbers & Pipefitters. Two of the participants are women and they have joined the Laborers union. Those individuals that did not join a union are receiving further work experience services. Kellie Middlebrooks of the Sutter One-Stop introduced Bryant Johnson who successfully completed the Pre-Apprenticeship Training Project. Mr. Johnson spoke about his experience in the program and he thanked the Sutter One-Stop and the Laborers Joint Apprenticeship for

the opportunity to participate in the training, acquire new skills and enhance his quality of life. Mr. Johnson will begin working for Lamont Construction next week. NCCC hopes to be awarded additional grant funding in order to continue to offer this much needed pre-apprenticeship training in our area.

18. GRANT PROJECTS UPDATE

Veterans Employment & Training: Cindy Newton said our current Veterans grant project is about half way through with 50 of 70 planned participants being served. EDD is the main partner in the project and they provide most of the client referrals to the One-Stop Centers for training and job placement. This grant will run through November 2016.

Sector Partnership NEG: Lettie Seaver said this regional grant project in partnership with SETA, Golden Sierra and Yolo workforce development areas is proceeding well. NCCC's One-Stop Centers are effectively using the funding to provide training to 38 individuals.

STARRS: Lettie Seaver reported on NCCC's 10th STARRS grant project. This project provides Support Training and Reemployment Relocation Services to dislocated workers. The project is at 63% of enrollments and will end October 31, 2016.

Rapid Response: Lettie Seaver reported NCCC submitted its final Rapid Response Report for year ended 3/2016. Ms. Seaver said a new focus at the State level is that Rapid Response, Layoff Aversion and Business Services should be linked. NCCC and One-Stop Center staffs need to get to know the businesses and industries in our local area. We need to work with economic development and all partners that work with businesses so we can better understand and be able to help businesses at any point in their business cycle – their highs and lows, hiring needs, industry information, layoff/aversion and Rapid Response strategies. Nancy Crooks and Lettie Seaver recently attended the California Labor Federation Building Workforce Partnerships Conference where the need to create ways to combine these services was greatly discussed.

19. ONE STOP/SERVICE PROVIDER PROGRAM UPDATES

Upward Bound: Upward Bound Director Maria Ramos stated they are wrapping up the school year and they are busy helping 109 high school seniors get connected and situated at the colleges or universities they have selected. Upward Bound is preparing for their summer program that begins June 12 with 228 high schools students from 18 area high schools. Chico State graduation is next week and 15 Upward Bound students will be graduating.

Glenn One-Stop: Glenn County One-Stop Program Manager David Allee reported on WIOA program activities in Glenn County. Glenn County One-Stop was a speaker at the Spring CWA Conference in San Diego in March. Staff presented a workshop on creating a structure that combines WIOA and CalWORKs programs and staffs into one. They have been invited to repeat this workshop at the annual CalWORKs Conference in October. All recruitment and screening efforts for the Pilot Flying J Truck Stop in Orland were completed with over 130 persons being hired. Express Employment will be housed on a temporary basis at the

Glenn County One-Stop facility in Orland. They will partner with the One-Stop on a number of hiring events. All recruitment and screening efforts for Lil Caesar's Pizza in Orland were completed with 19 persons being hired. One-Stop staff participated in Career Day at Orland High School on April 29. Staff is facilitating layoff aversion and rapid reemployment services for 7 affected individuals at Glenn Medical Center. As of yesterday, Glenn County has met the enrollment benchmark for the WAF grant. One-Stop staff is seated on the City of Orland Economic Development Commission which is currently in the early stages of exploring possibly bringing fiber optic service to the community. La Quinta Inn and Suites is building an 80 room, four-story hotel in Orland. It is projected that about 70 people will be employed when it opens sometime in summer 2017.

Colusa One-Stop: Colusa One-Stop Director Lora Ceccon reported their second Pre-Apprenticeship Project wrapped up April 28. 10 students successfully completed the program. This project involved more field trips than the first, which the students enjoyed very much. Field trips included Operating Engineers; Teamsters; a construction site in Rancho Murrieta; Northwest Lineman College; Butte College's heavy equipment, welding, automotive classes; the Sheet Metal Apprenticeship Training Center; Line Workers & Pipefitters; Golden Valley Auto Body; Valley Truck and Tractor; and a manufacturing company. The project was a success and the students greatly benefitted from it. The Basic Wildland Fire Academy had graduations May 1 with 22 students completing the 9-week training, 20 of those were sponsored by the Colusa One-Stop. The Colusa One-Stop's Volunteer Income Tax Assistance (VITA) service assisted 143 persons to complete and submit their income tax returns this year. Colusa County Department of Health and Human Services now has four CalWORKs staff located in the One-Stop. The arrangement is working very well allowing for better communication and case management. To date, Colusa One-Stop has received 75 dislocated worker surveys from affected Colusa Regional Medical Center employees. Staff is following up with those individuals who have not yet registered for WIOA services. The Colusa One-Stop continues to partner with the Colusa County Office of Education. A new phlebotomy and EKG training course will be offered in Colusa County beginning July 5.

Yuba One-Stop: Yuba County One-Stop Director Cheryl Riley thanked Nancy Crooks and the board for their concerns over Yuba County's substantial reduction in WIOA formula funds for next program year. Ms. Riley assured the board that regardless of the decreased funding, Yuba One-Stop will continue to provide the best quality services they can to the residents of Yuba County. The Yuba and Sutter One-Stops held a Youth Job Fair April 28. Over 260 job seekers attended and about 30 employers participated. To date, the Yuba One-Stop has provided services to 100 plus businesses. In the Pre-Apprenticeship Project, of the 8 Yuba County individuals who successfully completed the project 3 are now working in non-union construction-related jobs, 4 were picked up by the Laborers Apprenticeship, and 1 is working on his Class A certification, but is interested in joining a union as well. In the Healthcare Pre-Apprenticeship, of the 7 Yuba County individuals who participated in the project 4 entered CNA training and have tested for State certification, 1 is employed but decided not to go into the healthcare field, and 1 is employed at a medical office.

Sutter One-Stop: Sutter One-Stop Director Rinky Basi concurred with the activities reported by the other service providers. Ms. Basi complimented all the service providers, staff and partners for the partnerships that have been developed and for coming together on joint projects such as the Pre-Apprenticeship Program, job fairs and Rapid Response activities.

20. NCCC PERFORMANCE OVERVIEW

Cindy Newton reviewed 3rd quarter planned vs. actual program performance outcomes for NCCC subcontractors’ Adult, Dislocated Worker, Youth programs and special projects. Overall NCCC performance outcomes are being met or exceeded. NCCC was well over 100% of plan in all adult performance measures and an average wage at placement of \$19.57. Dislocated worker outcomes were at 82% of planned participants, over 100% in number entered employment and in training, average wage at placement of \$15.78. Youth outcomes exceeded 100% of plan for the third quarter. Ms. Newton reviewed performance numbers for NCCC’s special projects – NEG Healthcare, STARRS 10, Veterans, and NEG Sector Partnership – noting no concerns at this time. The Workforce Accelerator Fund Pre-Apprenticeship Project in Health and Construction careers did very well. The placement rate for Construction Pre-Apprenticeship participants is currently at 67%. Numbers for the Healthcare Pre-Apprenticeship were not available at this time. Ms. Newton congratulated One-Stop service provider staffs for a job well done. She also thanked Beth Hammes with Plumbers & Pipefitters #228, Jeff Armstrong and the rest of the board’s labor representatives for their efforts in making this project a success.

21. OTHER BUSINESS

Larry Munger mentioned that the next board meeting that is scheduled for August 17, may need to be rescheduled as some board members have schedule conflicts.

There were no other matters brought before the WDB or the Governing Board.

22. ADJOURNMENT

There being no further business, the meeting was adjourned at 3:55 pm.

ATTEST:

Larry Munger, Chairperson
Governing Board

Don Schrader, Chairperson
Workforce Development Board

APPROVED ON: _____

APPROVED ON: _____