

**NCCC
GOVERNING BOARD AND
WORKFORCE DEVELOPMENT BOARD**

**APPROVED
MINUTES**

August 16, 2018

1. CALL TO ORDER

The meeting was called to order by Governing Board Chair Larry Munger and Workforce Development Board Chair Don Schrader at 2:00 pm at the Rideout Health Conference Center in Yuba City.

2. PLEDGE OF ALLEGIANCE

Governing Board Chair Larry Munger led everyone in the Pledge of Allegiance.

3. ROLL CALL – Quorums present

Governing Board Members Present

Randy Fletcher Dwight Foltz John Loudon Larry Munger

Governing Board Members Absent

None

Workforce Investment Board Members Present

Jeff Armstrong Neil Goforth Selenia Moseley Eric Pomeroy
Thaddeus Eubanks Chris Greaney Mark Mulliner Joseanna Rosales
Ben Felt Ann Magnes Daren Otten Don Schrader

Workforce Investment Board Members Absent

Andre Carrao Margaret Fernandez Carianne Huss Brynda Stranix
Robyn David-Harris Steve Hammarstrom Horacio Paras

4. WELCOME

5. PUBLIC COMMENT

There were no comments from the public.

6. GOVERNING BOARD CHAIR PASSES MEETING OVER TO WDB CHAIR

7. APPROVAL OF MINUTES

WDB Action: On a motion by Ben Felt and seconded by Neil Goforth, the WDB approved the minutes of the May 17, 2018 meeting as presented. *Motion Carried.*

Governing Board Action: On a motion by Randy Fletcher and seconded by Dwight Foltz, the Governing Board approved the minutes of the May 17, 2018 meetings as presented. *Motion Carried.*

8. DIRECTOR'S REPORT

Cindy Newton reported on current state and local issues.

Grant Funding Update: Cindy Newton provided an update on NCCC's grant funding.

- NCCC was awarded the Forward Focus grant for \$400,000 to serve ex-offenders through the local probation departments. Parolees may also be served under this grant upon receipt of a memorandum of understanding from the California Department of Corrections.
- The Sector Partnership grant that served additional dislocated workers in targeted industries ended June 30. Prior to the grant ending, the State requested NCCC to expend additional funding. Cindy commended One Stop staffs for their efforts in expending an additional \$175,000.
- The Storm project has done very well. NCCC has received its third and final funding increment for the project and it is slated to end in September 2018. NCCC has been well ahead in expenditures over other local areas in the state. The state has requested a 6 month extension until March to allow all local areas to meet their third increment expenditures. Yuba and Sutter county project worksites would like to continue if additional money was made available. NCCC has requested \$800,000 in additional funds. However, the state is not able to respond until the full third funding increment has been allocated. It is hoped that the additional funding would be granted before the projects must close down.
- The Wildfire project in Yuba County will end in November. No grant extensions or additional funding will be awarded in this grant. Yuba County One Stop has done a fine job with this project.
- Two regional grants are coming out – The Prison to Employment Initiative and a grant funded under the Transportation bill. NCCC will apply for these grants with the Golden Sierra, Yolo, and Sacramento local areas as part of the Capitol Region Planning Unit. The Prison to Employment Initiative is in the planning phase with \$150,000 for consultant and planning purposes. When the funds for training become available, we can opt in for the project for next spring or the following year. The Transportation bill grant would help us continue to fund the pre-apprenticeship program.

State and Federal Monitoring: Cindy Newton said the State Employment Development Department (EDD) conducted a monitoring review of our Storm Project. They visited Levee District 1 project in Sutter County and were very impressed with the worksites practices. Equipment procurement in Yuba County was also reviewed. There were no findings. EDD will conduct a monitoring review of our Prop 39 Pre-Apprenticeship at the

end of September. EDD's Equal Employment Opportunity (EEO) Office will conduct an annual onsite compliance monitoring review in December. A Program monitoring review is forthcoming as well by early next year. Department of Labor will conduct a monitoring review of our Regional Planning Unit probably within the next few weeks.

9. FISCAL COMMITTEE REPORT

Neil Goforth reported the Fiscal Committee met on August 6th. Mr. Goforth reviewed the Formula funding trend for Program Years 2016/17 – 2018/19 reflecting a funding increase. He reviewed funding availability for the prior 2 years, and the allocations and funds available for PY 2018-19. The summary of training expenditures was also looked at and it appears that all subcontractors are on track for meeting the required training expenditures.

10. PRE-APPRENTICESHIP PROJECT REPORT

Mark Mulliner reported on the Prop 39 funded Pre-Apprenticeship Training Project. Three classes were held April through July. This successful project was a joint effort involving NCCC's AJCCs, Northern California Laborers Joint Apprenticeship Program, Plumbers/Pipefitters Local#228, Sheet Metal Workers #104, Operating Engineers #3, International Brotherhood of Electrical Workers #340 and Heat and Frost Insulators #16. The Plumbers/Pipefitter #228 provided the facility location and the Certified Instructor. Participants received 120 hours of pre-apprenticeship classroom instruction, and work readiness training. Some hands-on training, presentations and information from the various apprenticeship programs was also provided. Successful participants earned a certificate of completion from the National Buildings Trades. 59 individuals participated in the Project including 5 women, 2 veterans and 18 youth; and 49 (80%) successfully completed.

Project outcomes included:

- 7 entered the Plumber's Pipefitters Apprenticeship Program
- 4 entered the Sheet Metal Workers
- 2 entered the Steel Workers
- 2 entered the Iron Workers
- 1 entered the Laborers' Apprenticeship Programs
- 1 joined the Laborer's Union as a journeyman
- 1 entered the Electrical Workers
- 1 entered the Bricklayers
- 4 entered Truck Driving and 3 plan to apply to the trade after they finish
- 2 entered non-union employment
- 4 went to work in the Storm Project

The grant also paid the first 3 months of union dues, tools and work clothes. The Project goal is a 68% placement rate and currently we are at 41% with students still being placed. Mark Mulliner and Cindy Newton further spoke about how important and necessary this program is to our area, and noted that it has been a very beneficial and rewarding experience for the project's participants. They thanked Plumbers/Pipefitters Apprenticeship Coordinator Beth Hammes, Plumbers/Pipefitters MC 3 Instructor Tom Rafferty, the NCCC AJCC staffs, and all the Trades representatives for their contributions and efforts in the project.

11. AJCC AND YOUTH PROGRAM CONTRACT EXTENSIONS

Lettie Seaver reported that the Request for Proposal (RFP) which procured NCCC's AJCC One Stop Operators in Program Year 2016/17 extends the AJCCs' and Youth Provider contracts through Program Year 2018/19. The Workforce Innovation and Opportunity Act states local areas do not need to let a RFP but once every four years.

WDB Action: On a motion by Ben Felt and seconded by Thaddeus Eubanks, the WDB extended the contracts of all current AJCCs and Youth Providers through Program Year 2019/2020. *Motion Carried.*

Governing Board Action: On a motion by Randy Fletcher and seconded by Dwight Foltz, the Governing Board extended the contracts of all current AJCCs and Youth Providers through Program Year 2019/2020. *Motion Carried.*

12. RAPID REPORT

Lettie Seaver stated that 1st quarter Rapid Response and 122 reports have been submitted to the State. These reports are used to determine allocation of Rapid Response funding to assist individuals who have been laid off by local employers. Major events in the report included the closure of Toys R Us; orientations conducted by NCCC AJCC staffs with laid off seasonal workers; and an orientation conducted with a Yuba County foothills employer who was affected by the wildfire last fall.

13. PROGRAM PERFORMANCE REPORT

Cindy Newton reviewed end of year planned vs. actual program performance outcomes. All NCCC performance benchmarks were exceeded for Adult, Youth and Dislocated Worker programs for the 4th quarter. It was noted that the Average Wage in the Adult program is generally high due to the number of registered nurses at Yuba College that are supported through the AJCCs. Daren Otten commented that the Yuba College Nursing Program was recently awarded as one of the top Living Wage Attaining Career Paths.

Performance outcomes for NCCC's special projects were also reviewed. The Sector Partnership grant ended in June exceeding all benchmarks with a 91% entered employment rate and an average wage of \$16.01 per hour. The Storm project well exceeded number of enrollments but was low on entered employment. The Wildfire project in Yuba County is moving along and is scheduled to end in December. The Disability Employment Initiative (DEI) is a 3-year grant and planned numbers have already been exceeded. As a result, benchmarks for this grant will be increased so more individuals may benefit from these program services. Disability Employment Accelerator (DEA) will end in December and the numbers for enrollments and training are well over 100% of plan. A new DEA grant should be coming out which NCCC will apply for. Planned numbers for the STARRS 11 grant were increased to include services to individuals laid off from Mary's Gone Crackers. This grant is on track to meet planned benchmarks. The new Veterans grant started in June and will go 18 months. There are 15 enrollments and all participants in this grant are required to be enrolled into training. Fourth quarter numbers for the Pre-Apprenticeship Construction grant were also provided.

14. SERVICE PROVIDER PROGRAM UPDATES

Upward Bound: Cindy Newton reported on Upward Bound Program activities. Upward Bound's 6-week summer residential program completed on July 17. 210 students from 16 area high schools were served. Each student was enrolled in Math, Science, English and Foreign Language. 50 students took part in the WIOA summer work experience and were placed in worksites on campus. Additional funds appropriated by the U.S. Department of Education were made available to Upward Bound programs nationwide in July to develop or enhance STEM program activities. CSUC Upward Bound applied for these funds and hope to hear in a couple of weeks if their proposals were successful. If so, they stand to receive \$160,000 to develop computer science, engineering and robotics courses for the 2019 summer program. These additional funds would allow them to extend their tutoring services by 8 weeks during the academic year.

Glenn County One Stop/AJCC: Glenn County AJCC Program Manager David Allee reported that as of July 16th the Willows AJCC site is closed. Full AJCC services are available M-F 8:00 to 5:00 at 125 E. Walker Street in Orland and are co-located with the Glenn County Business Incubator. Five staff members from CalWORKs are also co-located in the same building and several CalWORKs participants have been co-enrolled into the WIOA program. AJCC staff is assisting a large Willows manufacturer with candidate pre-screening for 15-20 packaging operator positions. Rapid Response staff met with principles of CalPlant (rice straw/fiberboard production) to discuss workforce needs. CalPlant expects to have most of personnel online by early 2019. 90 full-time positions are expected by the 2nd quarter 2019. A hiring event is planned next week for a Sacramento-based employer for a number of production positions. Multiple local employers are looking to the AJCC for Class A truck drivers. Discussions have begun with a local employer and Glenn County Office of Education to discuss the possibility of starting a truck driver training program in Glenn County.

Colusa One Stop/AJCC: Colusa County One Stop Director Lora Ceccon said a hiring event was held for Starbucks in Williams on June 29. Brief interviews were conducted of approximately 44 attendees at the event and of those, 28 were sent for background checks. Interviews were continued at the AJCC with Starbucks opening for business today. An employer presentation/hiring event was held for SF Metalworks, a high-end bay area fabricator. Applications were accepted at the event and continue to be accepted at the AJCC. The Colusa AJCC is working with partners Dept. of Health and Human Services, Colusa County Office of Education, EDD Veterans Services, and the Colusa Chamber of Commerce on a Resource Fair to be held in October. Three applications have been approved for funding in the Business Loan Program.

Yuba One Stop/AJCC: Yuba County One Stop Director Caron Job reported that the AJCC work with local employers and staffing agencies to host a couple of different hiring events each week. Two new staff members have recently been hired; Heidi Jahnsen was in attendance and the other new employee will begin September 5. Yuba County AJCC is reaching out to connect with employers in the foothills area and to make WIOA services more accessible to people in those communities. Ms. Job reported on their partnership with the Life Center in Marysville which provides resources to the area's homeless. An AJCC

staff member provides outreach at the center once a week which has resulted in 5 homeless individuals having been helped obtain employment in the last month. AJCC staff also provided services to and assisted a female veteran who got hired at the E Center earning \$19.00+ an hour.

Sutter One Stop/AJCC: Sutter County One Stop Director Rinky Basi commented there are lots of successes within our WIOA program, echoing those mentioned earlier at Yuba College and the Prop 39 pre-apprenticeship project. Ms. Basi mentioned the newly awarded Forward Focus grant will be Sutter County AJCCs second project targeted for individuals in supervised population. Together with Yuba County AJCC, the Sutter County AJCC has conducted Expungement Workshops for several years. They have assisted 17 individuals either to reduce their sentence or expunge their record. It has proven to be a great benefit for those individuals to be able to move into employment. Ms. Basi spoke about Sutter County's Adult Education program. ESL, high school diploma and basic skills classes are filled to capacity. Two new staff members were introduced – Jay VanDuzer, Accountant, and Susan Odegard, Adult Ed Navigator – as well as community partners James Ochsner and Ayla Elkins from the Sutter County Library.

15. OTHER BUSINESS

Next Board Meeting: The next joint NCCC Board meeting will be November 15, 2018 at a location to be determined.

Other Items: Board Chairs Larry Munger and Don Schrader commented that Lettie Seaver will be retiring in November and thanked her for her many years at NCCC and her 24 year career in workforce development. Larry Munger commended Lettie on her excellent grant writing skills.

There were no other matters brought before the Board.

16. ADJOURNMENT

There being no further business, the meeting was adjourned at 3:00 pm.

ATTEST:

(Signed)

Larry Munger, Chairperson
Governing Board

(Signed)

Don Schrader, Chairperson
Workforce Development Board

APPROVED ON: 11/15/18

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