

NCCC
WORKFORCE DEVELOPMENT BOARD

APPROVED
MINUTES

November 17, 2016

1. CALL TO ORDER

The meeting was called to order by Workforce Development Board Chair Don Schrader at 2:00 pm at Ruthy's Restaurant in Yuba City.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL – Quorum present

Workforce Investment Board Members Present

Jeff Armstrong	Ben Felt	Selenia Moseley	Henry Sanchez
Andre Carrao	Margaret Fernandez	Chris Paige	Don Schrader
Thaddeus Eubanks	Debra Mills	Joseanna Rosales	Brynda Stranix

Workforce Investment Board Members Absent

Sandy Fowler	Steve Hammarstrom	Mark Mulliner	Angel Reynoso
Armando Guerrero	John Minniear	Daren Otten	

The Governing Board did not meet today due to lack of a quorum. It was noted that a Governing Board meeting would be scheduled for the first week in December.

4. PUBLIC COMMENT

There were no comments from the public.

7. APPROVAL OF MINUTES – AUGUST 18, 2016 MEETING

Board Action: On a motion by Henry Sanchez and seconded by Ben Felt, the WDB approved the minutes of the August 18, 2016 meeting as presented. *Motion Carried.*

8. DIRECTOR'S REPORT

Nancy Crooks reported on current state and local issues.

Slingshot Project: The Slingshot Project RFP was released on November 4 with proposals due December 13. Funding available is \$700,000 and awards will be from \$20,000-\$100,000. Project period is March 2017-February 2018. The services solicited place a high priority on strengthening start-up resources, accelerating entrepreneur learning and increasing business engagement. Business mentoring activities are to be performed as well. \$50,000 has been set aside to support a web-based Resource Navigator to help businesses in strengthening their business. The selected entities will contract with Sacramento Employment and Training Agency on this project. Nancy Crooks thanked Margaret Fernandez and Angel Reynoso for participating on the Business Leadership Committee. An RFP timeline was made available to interested parties.

Grant Funding Update: NCCC was awarded \$604,000 in Disability Employment Initiative funds to provide services to individuals with disabilities. NCCC and San Diego were the only local workforce development areas in the state who were awarded. NCCC was awarded \$50,000 from the California Workforce Development Board for a Proposition 39 Pre-Apprenticeship Development grant. These funds will be used to develop program and/or system infrastructure for successful training implementation of another pre-apprenticeship program. NCCC has initiated dialogue with the unions and the State Labor Agency to proceed with this project.

Board Announcements: Nancy Crooks announced that Henry Sanchez will be leaving the board as he has accepted another position. Ms. Crooks thanked Mr. Sanchez for his 10 year service on the board and his valued contributions to the board's Fiscal Advisory Committee.

Don Schrader introduced Charles Richards an Apprentice Consultant with the State of California. Mr. Richards offered his assistance in developing apprenticeship programs.

NCCC Executive Director Transition: Nancy Crooks stated that upon her retirement on December 30, Cindy Newton will become NCCC's Interim Executive Director. NCCC staff has started working on the transition process. NCCC has hired Cheryl Baxter, currently employed at Yuba County Office of Education, as the new Fiscal Officer. Ms. Baxter will begin working at NCCC on November 29. Ms. Baxter and Cindy Newton will be attending an extensive class on the MIP fund accounting system next month in San Francisco. Nancy Crooks expressed her heartfelt gratitude to the boards and NCCC staff for their support over her 10 years at NCCC and her 20 year career in workforce development.

9. STATE UPDATE

EDD Regional Advisor Sarah Turner stated that Tim Reynaga has been assigned as NCCC's temporary Regional Advisor as she will be taking a new position in another department.

10. FISCAL ADVISORY COMMITTEE REPORT

Henry Sanchez reported on the Fiscal Advisory Committee meeting of November 2nd.

- The Committee reviewed grant funding availability which included the two recently awarded DEI and Prop 39 Development grants. Available funding is up from Program Year 2015-16 by about \$500,000. The current total funding available for PY 2016-17 is \$6,326,328.
- The Committee reviewed new invoicing sheets the service providers will begin to use.
- The Committee reviewed service provider budgets and no concerns were noted. Service provider contracts for Program Year 2016-17 will include firm language addressing the recapturing of funds.

Nancy Crooks mentioned that she is leaving NCCC with a balanced budget for the current year and no audit findings.

11. CSU, CHICO UPWARD BOUND PROJECTS PRESENTATION

Jasmine Ramos and Pa Vue, Program Advisors for CSU Chico Upward Bound (UB), provided a presentation on CSU, Chico's Upward Bound program. Over 51 years, Upward Bound has helped thousands of low-income, first-generation high school students prepare for and succeed in postsecondary education. Ms. Ramos and Ms. Vue spoke about how the program is funded, the program's 3 major components – Academic, Personal Development and Career Exploration – and the youth they serve. 100% of UB funds are from the U.S. Department of Education and the California Department of Education provides funding for their six week on-campus summer program. WIOA funds are essential for WIOA eligible students to participate and remain in the UB program. CSU, Chico's 4 Upward Bound grants serve 302 students in 18 high schools in Butte, Colusa, Glenn, Sutter, Tehama and Yuba counties. Once students are accepted, they remain in the program until high school graduation. In summer 2016, over 90 students from NCCC counties were served; half of those students were served with WIOA funds. A video was presented demonstrating Upward Bound's successful online tutoring program. Success stories of former local area Upward Bound students were also shared. Ms. Ramos and Ms. Vue thanked the Boards for their continued support of the Upward Bound program.

12. LOCAL AND REGIONAL PLAN UPDATE

Lettie Seaver reported that staff is currently working on the development of NCCC's Local Strategic Workforce Development Plan and is participating in the Capital Area Regional Plan as well. A public notice will be published and the plans will be posted on NCCC's website for a 30-day comment period. The plans will be agendaized for the February 16 NCCC board meeting for approval. The plans are due to the State of California on March 15.

13. PROGRAM PERFORMANCE REPORT

Cindy Newton reviewed 1st quarter planned vs. actual program performance outcomes for NCCC subcontractors. The Adult program was at 70% of plan in number of participants, 38% in entered employment, numbers were well exceeded in training and an average wage at

placement of \$24.68. Dislocated Worker enrollments were about the same as last year at 51%, wages were at \$18.55 per hour, number in training 62% and entered employment rate of 93.2%. Youth enrollments decreased slightly over last year at 71% of plan, 68% entered employment/education and number of credentials/diplomas was well exceeded. Entered employment/education rate was at 94.3%. The PY 2015-16 Veterans grant will end November 30. Planned number of participants and number in training were exceeded with an average wage at \$19.11 per hour. Enrollments into the new Veterans grant have already begun. A report will be provided at the next board meeting. Ms. Newton thanked local EDD staff for their assistance in the referral of participants for the Veterans project. Performance numbers for the rest of NCCC's special projects – STARRS 10, NEG Sector Partnership, CRMC, Disability Employment Accelerator and Supervised Population – were also reviewed.

14. SERVICE PROVIDER PROGRAM UPDATES

Glenn One-Stop: Glenn County One-Stop Program Manager David Allee reported that he presented a workshop in September at CWA's Meeting of the Minds Conference in Monterey titled Making Business Services Everyone's Business. Glenn County One-Stop will be co-presenting, along with Glenn County Office of Education and Vocational Rehabilitation partners, as part of a panel on their successful Youth Employment Services (YES) Program on December 7, 8 and 9 in San Diego. This last quarter Glenn County One-Stop facilitated 22 hiring events for local employers including Pilot Flying J Truck Stop.

Colusa One-Stop: Colusa One-Stop Director Lora Ceccon was unable to attend today's meeting. No report was presented.

Yuba One-Stop: Yuba County One-Stop Business Services Representative Caron Job reported on Business Services activities at the One-Stop. Yuba One-Stop has been collaborating with local partners in conducting outreach to local employers, and are developing good relationships with people in the medical field. The One-Stop is working with a new employer who has taken charge of some rehabilitation and care centers in the Yuba-Sutter area and placing participants at their facilities. Connections are also being made with manufacturing companies in the area e.g., Sutter Buttes Ag. Collaborating with EDD and their Veterans representative in meeting with employers to see how best to meet their needs and helping them develop effective job postings.

Sutter One-Stop: Sutter One-Stop Business Workforce Specialist Araceli Gonzalez also reported on their recent Business Services activities. Since July, the One-Stop has entered into 20 On-the-Job Training agreements. They currently have 38 active job orders and have hosted 16-20 hiring events. A job fair was held on September 22 in partnership with EDD, NCCC and other local partners with 45 employers participating and approximately 500 jobs seekers attended.

15. SPECIAL RECOGNITION

Don Schrader presented an award of appreciation on behalf of NCCC to Nancy Crooks for her service as NCCC’s Executive Director. Mr. Schrader recognized Ms. Crooks for her successful leadership and support of the organization.

16. OTHER BUSINESS

The December holiday schedule and the 2017 board meeting schedule were provided to members.

The next NCCC Board meeting will be February 16, 2017 at a location to be determined.

There were no other matters brought before the Board.

17. ADJOURNMENT

There being no further business, the meeting was adjourned at 3:05 pm.

ATTEST:

(Signed)

Don Schrader, Chairperson
Workforce Development Board

APPROVED ON: 5/18/17