

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

November 19, 2020

**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 by Zoom teleconference.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL – Quorums present**

**Governing Board Members Present**

Paul Barr  
Merced Corona

Randy Fletcher  
Ron Sullenger

**Governing Board Members Absent**

None

**Workforce Investment Board Members Present**

Jeff Armstrong  
Glenn Denno  
Ben Felt  
Margaret Fernandez

John Fleming  
Steve Hammarstrom  
Ron Moore  
Angela Parisio Long

Horacio Paras  
Eric Pomeroy  
Brynda Stranix

**Workforce Investment Board Members Absent**

Andre Carrao  
Neil Goforth  
Chris Greaney

Mark Mulliner  
Angel Reynoso

Bill Thoms  
Carla Tweed

**4. WELCOME**

**5. PUBLIC COMMENT**

Zoom meeting protocol was stated. There were no comments from the public.

## 6. WORKFORCE DEVELOPMENT BOARD APPOINTMENTS

**Governing Board Action:** On a motion by Merced Corona, seconded by Ron Sullenger and unanimously carried by a roll call vote the Governing Board appointed Glenn Denno – Employment Program Manager with EDD, and Bill Thoms – Controller for Frank M Booth Inc in Marysville, to the Workforce Development Board. *Motion Carried.*

## 7. GOVERNING BOARD CHAIR PASSES MEETING OVER TO WDB CHAIR

## 8. APPROVAL OF MINUTES

**WDB Action:** On a motion by Ben Felt, seconded by Steve Hammarstrom and unanimously carried by a roll call vote, the WDB approved the minutes of the August 20, 2020 board meeting as presented. *Motion Carried.*

**Governing Board Action:** On a motion by Ron Sullenger, seconded by Paul Barr and unanimously carried by a roll call vote, the Governing Board approved the minutes of the August 13 and the August 20, 2020 board meetings as presented. *Motion Carried.*

## 9. DIRECTOR'S REPORT

**Workforce Board Membership:** Cindy Newton welcomed new board member Glenn Denno to NCCC. Membership applications are being accepted for a couple of Business seat vacancies on the WDB. Those appointments along with a Department of Rehabilitation appointment will likely occur at the next board meeting in February 2021. A new board member orientation is also being planned.

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

- NCCC has applied for a High Road Training Partnership Grant for just under \$500,000 to provide training for individuals and assist businesses that are reducing our carbon footprint. The Camptonville Community Partnership in Yuba County, Hexas Biomass in Colusa County and CalPlant in Glenn County assisted in the writing of the application and are the major businesses in this grant. If awarded, the project is planned to begin in summer 2021. A detailed staff report about this project will be provided at February's board meeting.
- The Winter Storm project has been somewhat challenging in terms of untimely funding increments. Colusa One Stop has been able to continue to fund project participants through other grant funds.
- NCCC applied for a Wildfire Grant to provide temporary job creation in Yuba County. The application has been approved at the state level but approval is pending from the Department of Labor. A staff report on the grant will be provided later on the agenda.
- NCCC is moving forward with the SB-1 pre-apprenticeship construction project. The contract from the State is expected to be received soon. Classes for Colusa and Glenn county participants are planned to begin in late January.

State Monitoring: The Employment Development Department (EDD) conducted a program monitoring review last March and NCCC has not yet received a draft report. Staff is preparing documents for the annual Equal Employment Opportunity compliance monitoring review that will be conducted in January.

Local and Regional Plans: NCCC staff will begin working on the 3-year local and regional workforce development plans. The completed documents will be agendized for the boards' approval at the May 20, 2021 meeting.

## **10. FISCAL COMMITTEE REPORT**

Margaret Fernandez reported on the Fiscal Committee meeting held a couple of weeks ago. In addition to discussing NCCC's budget and special grants, the Committee reviewed the Adult and Dislocated Worker training expenditures. It was noted that NCCC ended the PY 2019-20 fourth quarter just meeting the 20% expenditure training requirement. Training activities at NCCC's One Stops/AJCCs are moving along in the PY 2020-21 first quarter.

## **11. APPROVAL AND RECEIPT OF GRANT FUNDS**

- NATIONAL DISLOCATED WORKER GRANT – YUBA COUNTY WILDFIRE

Liz Bosley addressed the National Dislocated Worker Wildfire Grant. This grant will provide temporary job creation and workforce development services that includes employment and training services to minimize the employment and economic impact of the fire disaster in Yuba County. Services to be provided under Temporary Job Creation include temporary jobs creation and supportive services. Career, training and supportive services will be provided under Workforce Development Services. The grant is for \$966,881 for the period January 1, 2021-August 31, 2022 and is projected to serve 40 individuals in Temporary Jobs and 23 in Workforce Development.

**WDB Action:** On a motion by Horacio Paras, seconded by Ben Felt and unanimously carried by roll call vote, the WDB approved the National Dislocated Worker Wildfire Grant and authorized the Executive Director to finalize any award. Motion Carried.

**Governing Board Action:** On a motion by Merced Corona, seconded by Paul Barr and unanimously carried by a roll call vote, the Governing Board approved the National Dislocated Worker Wildfire Grant and authorized the Executive Director to finalize any award. Motion Carried.

## **12. PRESENTATION – WORK SHARING PROGRAM**

Lisa Brim, Sector Manager of the Work Sharing Program for EDD's Unemployment Insurance Branch, gave a presentation on EDD's Work Sharing Program. She explained what the Work Sharing Program is and she reviewed the benefits, eligibility requirements,

the work sharing process, how to calculate work sharing benefits and the most recent changes to the program. The program is a temporary alternative to layoffs and it allows for the payment of unemployment insurance benefits to employees whose wages and hours have been reduced. All approved Work Sharing plans are active for one year.

The Work Sharing program helps employers:

- Minimize or eliminate the need for layoffs in nearly all types of businesses or industries.
- Keep trained employees and quickly recover when business conditions improve.
- Avoid the cost of recruiting, hiring, and training new employees.
- Rehire laid-off employees as business conditions improve.

With Work Sharing, employees whose hours and wages have been reduced can: 1) Receive UI benefits; 2) Keep their current job and 3) Avoid financial hardships.

EDD began accepting Work Sharing Plan applications from employers online in May. As of October 17, 2020, existing and new employers are able to create Work Sharing accounts and submit forms for their employees online. EDD's Work Sharing Program webpage is at: [https://www.edd.ca.gov/unemployment/Work\\_Sharing\\_Program.htm](https://www.edd.ca.gov/unemployment/Work_Sharing_Program.htm)

### **13. PROGRAM PERFORMANCE REPORT**

Cindy Newton reviewed program performance outcomes for the first quarter. Comparisons were made to last year's outcomes which showed a slight decrease in Adult enrollments and number in training but increases in entered employment and wages. Numbers for the Dislocated Worker program all increased due to effects related to the COVID pandemic. Youth program outcomes remained about the same as last year. Ms. Newton reviewed performance numbers for NCCC's special projects: The Trade Act grant well exceeded planned numbers. The Winter Storm grant for Colusa and Glenn counties is awaiting its final funding increment. Colusa has been able to continue their worksites through the pandemic and is doing very well; unfortunately, Glenn has not been able to continue their project and it may be necessary to transfer their unexpended funds to Colusa. The Prison to Employment (P2E) grant and the Olam/Land O'Lakes closure grant are moving along as COVID limitations will allow. The outcomes for the new grants that began earlier this year were also reviewed. The Veterans, Disability Employment Accelerator, English Language Learner, Breaking Barriers and Homeless to Hopeful are all moving forward some with slower activity due to COVID restrictions. The COVID-19 National Dislocated Worker Grant is up and running enrolling individuals into vocational training, work experience, and temporary job creation activities. The COVID-19 Supportive Services Grant will be ending this month and is providing supportive services to individuals who have been impacted by COVID-19 and have been laid off, i.e. assisting with rent, utilities payment and other supportive services as needed. Cindy Newton commended AJCC One Stop staffs for their hard work amid COVID-19 challenges.

#### 14. SERVICE PROVIDER PROGRAM UPDATES

Upward Bound (UB): Upward Bound's Director Maria Moreno said that all Upward Bound students started the year on a distance learning model. After initially communicating with all of the high schools, staff surveyed the students to identify their needs. UB staff were able to purchase school supplies for the school year and deliver them to 317 students. Career exploration and virtual workshops were also provided through a partnership with virtualjobshadow.com. In that same site students are able to visit and explore all colleges and universities virtually. Upward Bound is hoping to expand this useful tool into the next semester. UB staff is developing virtual, hybrid and in-person programs for next summer's WIOA work experience program to be ready to proceed in line with the Chancellor's Office, local, state and health department mandates.

All NCCC One Stops/AJCCs continue to provide services to clients by phone, email, mail, appointments and social media. Staffs also continue to assist with calls concerning unemployment insurance issues.

Colusa One Stop/AJCC: Colusa One Stop Director Lora Ceccon said most of the training facilities have resumed operating so participants may continue their training. Currently, nine individuals are enrolled in EMT training that goes until December. It is expected that most of those students will move into the Firefighter training that starts in January. Clients are enrolled in CNA, truck driving, welding, vet tech, electrician, HVAC, medical assisting, radiology and the police academy. Colusa One Stop was awarded \$80,000 in technical assistance funds to assist local businesses. One Stop consultants will continue to work with businesses on a number of issues particularly the EIDL and PPP programs. The Colusa One Stop hopes to be fully open to the public after the first of the year.

Glenn County One Stop/AJCC: Glenn County Community Action Manager Yassi Lam said staff are now beginning to receive inquiries about retraining and how to connect with training providers. The Youth Employment Services (YES) program started the fall semester in a distance learning model but are now doing in-person instruction. The students are all performing very well. Students learn work readiness skills, workplace safety, developing life skills, personal growth and developing their leadership skills. Eleven students will begin distance learning in the Medical Assisting program in early December. There were 15 Medical Assisting graduates last semester and most of those individuals have secured full-time employment. There is client interest in training for truck driving, RN, fire academy and phlebotomy. Employees and OJT participants at a large manufacturer that had been furloughed due to COVID are back working on-site. This employer anticipates more hires and to be fully staffed with 130-140 employees. Yassi commented on employers now offering incentives to new hires.

Sutter One Stop/AJCC: Sutter County One Stop Director Rinky Basi said the One Stop is collaborating with the Yuba-Sutter Chamber of Commerce, Yuba One Stop, The Plus Group and Express Staffing on a job fair via Zoom on December 9<sup>th</sup>. Staff is hosting 42 job orders in-house. Earlier this week Rinky Basi and Eric Pomeroy made a presentation to the Sutter

County Board of Supervisors on 3 programs operated by the Sutter County Superintendent of Schools through the County's Health and Human Services, Probation and Behavioral Health departments. They shared how those contracts and our workforce system connect the individuals to provide a comprehensive service. They also highlighted their other programs. On Saturday 19 individuals graduated from the vocational nursing program. This was the 15<sup>th</sup> graduating class. There are about 334 graduates from this program serving our community.

Yuba One Stop/AJCC: Yuba One Stop Director Caron Job said the One Stop's resource room and conference room are open for a limited number of people practicing all safety protocols. The One Stop has partnered with the Yuba County Office of Education on new programs that have been funded to serve at-risk youth. Ms. Job commented that referrals from strong partner agencies have greatly contributed to the One Stop's success during this time. Staff is working with NCCC and Local 228 in planning the next pre-apprenticeship construction classes under the SB-1 grant. The English as a Second Language class through the Yuba County Office of Education will begin soon which will bring in referrals for the English Language Learner grant. A recruitment process is being developed for the projected Wildfire grant funding. Nine individuals are currently enrolled in a CNA class that just started virtual instruction.

## 15. OTHER BUSINESS

Recognition: John Fleming and Randy Fletcher expressed appreciation on behalf of the WDB and the Governing Board to Sutter County Governing Board Representative Ron Sullenger who is retiring and was attending his last NCCC board meeting. Mr. Fleming and Mr. Fletcher thanked him for the time, support, close and community leadership he provided to our organization. Mr. Sullenger expressed his gratitude for this recognition and stated it was his pleasure to serve on the board of this worthwhile organization. Cindy Newton thanked Mr. Sullenger on behalf of NCCC staff for his time and support of NCCC. Randy Fletcher also acknowledged NCCC staff for their hard work.

Next Board Meeting: The next joint NCCC Board meeting will be February 18, 2021 at a location to be determined.

## 16. ADJOURNMENT

There being no further business, the meeting was adjourned at 3:30 pm.

### ATTEST:

(Signed)

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Randy Fletcher, Chairperson  
Governing Board

**APPROVED ON:**      2/18/21

(Signed)

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John Fleming, Chairperson  
Workforce Development Board

**APPROVED ON:**      2/18/21