

**NCCC  
GOVERNING BOARD**

**APPROVED  
MINUTES**

March 4, 2019

**1. CALL TO ORDER**

The meeting was called to order by Governing Board Vice-Chair Randy Fletcher at 10:00 am at the NCCC Administration Office in Yuba City.

**2. ROLL CALL – Quorum present**

**Governing Board Members Present**

Paul Barr            Merced Corona            Randy Fletcher            Ron Sullenger

**Governing Board Members Absent**

None

**3. WELCOME AND INTRODUCTIONS**

Self-introductions were made by the board members and staff in attendance.

**4. PUBLIC COMMENT**

There were no comments from the public.

**5. APPROVAL OF MINUTES – NOVEMBER 15, 2018**

It was noted that three new board members have joined the board this year and Randy Fletcher was the only seated board member who attended the November 15, 2018 board meeting. County Counsel’s recommendation was for Randy Fletcher to make a motion to approve the meeting minutes and the second would attest that minutes of the November 15, 2018 meeting were submitted.

**Board Action:** On a motion by Randy Fletcher and seconded by Ron Sullenger, the Governing Board approved the minutes of the November 15, 2018 meeting as submitted.  
**Motion Carried.**

## **6. ELECTION OF OFFICERS – TERMS EFFECTIVE THROUGH JUNE 30, 2020**

**Board Action:** On a motion by Paul Barr and seconded by Ron Sullenger, the Governing Board elected Randy Fletcher to serve as Governing Board Chair through June 30, 2020.  
*Motion Carried.*

**Board Action:** On a motion by Randy Fletcher and seconded by Paul Barr, the Governing Board elected Ron Sullenger to serve as Governing Board Vice-Chair through June 30, 2020.  
*Motion Carried.*

## **7. DIRECTOR'S REPORT**

Cindy Newton reported on current and upcoming state monitoring reviews and grant funding opportunities.

**Monitoring Update:** NCCC underwent an annual Equal Opportunity monitoring review by the state in December. A new requirement that was adopted last year relative to the separation of confidential information concerning an individual's disability is still being cited. A person's disability-related information must be collected separately and maintained in one or more separate files apart from any other information about the individual. NCCC developed a process to comply with this requirement. A corrective action plan was submitted to the state last week and this issue will be reviewed again next year.

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

- A grant application was submitted to the State of California last week for the Prison to Employment Initiative, a regional grant that will serve individuals coming out of prison and those on probation. This grant will run concurrently with NCCC's Forward Focus, Supervised Population Workforce Training grant. NCCC's One Stop Centers have established coordination with parole and county probation departments.
- A regional grant application will be submitted for the SB1 Transportation Bill grant that is due to come out soon. This grant would continue to fund NCCC's pre-apprenticeship program which has been successfully funded through Prop 39 funds for the past three years.
- The AB 1111 grant is also due to come out soon. This grant requires partnering with community based organizations and is intended to serve the hardest to serve population. The target group this grant will focus on is the homeless. NCCC will be submitting an application for our local area.

Board members asked what the relationship entails between NCCC and the One Stop Centers. Cindy Newton stated it includes: providing the Centers with technical assistance and funding; the sharing of best practices; and working together to build various systems that will provide more efficient and effective services to clients.

## **8. APPROVAL OF NEW GRANT FUNDING APPLICATION**

- DISABILITY EMPLOYMENT ACCELERATOR (DEA)

Liz Bosley presented the grant application for the Disability Employment Accelerator for \$350,000. This grant is designed to improve the employment rate of college graduates with disabilities. It requires a high percentage of participants with disabilities to be attending a 2 or 4 year college and graduating within the grant period. The term of this project is 3/1/2019-2/28/2021. The grant is projected to serve 60 individuals. Partners include Department of Rehabilitation, EDD Disabled Veterans Services, Disabled Student Services at Yuba and Butte College, AJCC One Stops, and about 17 local employers have committed to hiring individuals in this project. The awarding of this grant is pending.

**Board Action:** On a motion by Merced Corona and seconded by Paul Barr, the Governing Board approved the submittal of the Disability Employment Accelerator grant application and authorized the Executive Director to finalize any award. *Motion Carried.*

## **9. APPROVAL OF NCCC LOCAL WORKFORCE DEVELOPMENT PLAN TWO YEAR MODIFICATION PROGRAM YEARS 2018-2019**

Cindy Newton addressed NCCC's Local Workforce Development Plan Modification for Program Years 2018-2019. The modification focuses on specific programs, populations and partners. Meetings were held throughout the consortium with the various partner agencies which included: CalFresh, local child support agencies, agencies that serve people with disabilities, and agencies that serve English language learners. The plan modification was available on NCCC's website for a 30-day review and comment period and copies were provided to the boards, the AJCC One Stops and partners. No negative comments were received. Board approvals and signatures are due to the State by March 15. Upon State review, corrections may be requested if necessary. The final corrected plan modification is due August 1, 2019.

**Board Action:** On a motion by Ron Sullenger and seconded by Paul Barr, the Governing Board accepted NCCC's PYs 2018-2019 Local Workforce Development Plan Modification and authorized the Board Chair to sign the document and directed staff to submit to the State of California. Additionally, staff is authorized to make any changes to the plan modification per direction from the State Workforce Development Board or EDD. *Motion Carried.*

## **10. PROGRAM PERFORMANCE REPORT**

Cindy Newton mentioned, for the benefit of new members, that NCCC's subcontractors are held to specific performance numbers for each funding source within their contracts with NCCC. Ms. Newton reviewed the 2<sup>nd</sup> quarter program performance outcomes for NCCC's adult, dislocated worker, youth programs, and special projects. Overall NCCC performance measures for Adult, Youth and Dislocated Worker programs well exceeded planned numbers for the 2<sup>nd</sup> quarter. Performance numbers for NCCC's special projects – NDWG Storm Project, Disability Employment Initiative (DEI), Forward Focus, Veterans, Pre-Apprenticeship, STARRS 11, Disability Employment Accelerator (DEA), and NDWG

Wildfire – were also reviewed. STARRS 11, DEA and the Wildfire grants all ended in December and they all exceeded planned performance goals. All remaining special projects are on track for meeting or exceeding planned benchmarks.

Discussion was held about how local boards could advocate on particular funding issues with state and federal legislators on behalf of their local workforce area.

## **11. NCCC BOARD ORIENTATION**

Cindy Newton and Liz Bosley provided a PowerPoint overview presentation on WIOA, WIOA funding and NCCC’s organizational structure under WIOA. The roles and responsibilities of the Boards and the administration office were reviewed, as were NCCC’s service delivery system, service providers’ programs and services, and contracted performance standards. Board members were provided with an overview folder that included copies of NCCC governance documents, organization charts, boards and WIOA fact sheets, membership lists, a board meeting schedule and the PowerPoint presentation slides. NCCC staff addressed questions asked by the board members.

The Governing Board held a brief discussion about a future evaluation of NCCC’s Executive Director. It was determined that within a year, the board will consider salary and evaluation of the Executive Director. Randy Fletcher commended staff for a well-organized meeting and agenda packet. Randy Fletcher also asked board members to contact him with any ideas or suggestions they may have with regard to the board or NCCC. Cindy Newton invited board members to tour the One Stop Center in their respective counties. Arrangements could be made by contacting NCCC or the One Stop Center Director.

## **12. OTHER BUSINESS**

*Next Board Meeting:* The Governing Board is not able to meet jointly with the Workforce Board on May 16<sup>th</sup>. Therefore, the next meeting of the Governing Board will be on Thursday, May 30<sup>th</sup> at 10:00 am at the NCCC Administration Office in Yuba City.

*Future Board Meetings:* The Governing Board will meet jointly with the Workforce Development Board at 2:00 pm on August 15<sup>th</sup> in Yuba City and November 21<sup>st</sup> in Glenn County. Meeting locations are to be determined.

There were no other matters brought before the Governing Board.

## **13. ADJOURNMENT**

There being no further business, the meeting was adjourned at 12:15 pm.

### **ATTEST:**

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(Signed)  
Randy Fletcher, Chairperson  
Governing Board

**APPROVED ON:** \_\_\_\_\_ 5/30/19