

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

May 19, 2022

1. CALL TO ORDER

The meeting was called to order by Governing Board Vice Chair Nick Micheli and Workforce Development Board (WDB) Chair John Fleming at 2:00 pm at Sutter County Superintendent of Schools in Yuba City and by Zoom teleconference.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL – Quorums present

Governing Board Members Present

Ken Hahn

Daurice Kalfsbeek Smith

Nick Micheli

Governing Board Members Absent

Randy Fletcher

Workforce Investment Board Members Present

Marina Alvidrez

Glenn Denno

Ron Moore

Jeff Armstrong

Tawny Dotson

Eric Pomeroy

Lee Bishop

Ben Felt

Leslie Rubalcava

Andre Carrao

Margaret Fernandez

Tom Williams

Fortino Curiel

John Fleming

Workforce Investment Board Members Absent

Neil Goforth

Horacio Paras

Brynda Stranix

Matt Goody

Angela Parisio Long

4. WELCOME

5. PUBLIC COMMENT

There were no comments from the public.

6. ADOPTION OF RESOLUTION RE-AFFIRMING FINDINGS ALLOWING TELECONFERENCE BOARD MEETINGS PURSUANT TO ASSEMBLY BILL 361

WDB Action: Motion by Andre Carrao, second by Ben Felt, WDB adopted Board Resolution No. 22-01 Authorizing Remote Teleconference Meetings Pursuant to Govt. Code §54953(e) as amended by Assembly Bill 361. Motion Carried by roll call vote.

7. WORKFORCE DEVELOPMENT BOARD APPOINTMENTS

Governing Board Action: Motion by Ken Hahn, second by Daurice Kalfsbeek Smith, the Governing Board appointed Matt Goody, Business Manager at Plumbers Local 228, to the WDB representing labor organizations. Additionally, John Fleming and Ron Moore were reappointed to the WDB with new terms commencing July 1, 2022. Motion Carried by roll call vote.

8. GOVERNING BOARD VICE CHAIR PASSES MEETING OVER TO WDB CHAIR

9. APPROVAL OF MINUTES

WDB Action: Motion by Ben Felt, second by Leslie Rubalcava, WDB approved the minutes of the February 17, 2022 board meeting as presented. Motion Carried by roll call vote.

Governing Board Action: Motion by Daurice Kalfsbeek Smith, second by Ken Hahn, the Governing Board approved the minutes of the February 17, 2022 board meeting as presented. Motion Carried by roll call vote.

10. DIRECTOR'S REPORT

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

- NCCC has been awarded \$500,000 for the Workforce Accelerator Fund grant. Populations to be served under this grant are justice involved and homeless individuals in all NCCC counties. This grant becomes effective June 1, 2022.
- NCCC has requested additional money for 2 of our National Disclosed Worker grants - \$440,000 for the Yuba County Fire Grant, and \$445,000 for a COVID-19 grant to serve individuals in the other 3 counties.
- More competitive grants will be coming up emphasizing apprenticeship programs.

2022-2023 Formula Funding Allocations: NCCC has not yet heard from DOL or the State on Adult, Youth and Dislocated Worker funding allocations for next program year.

State/Regional/Local Monitoring: EDD did not conduct any program or fiscal reviews this year. It is anticipated that 2 fiscal reviews will be conducted next year. An Equal Employment Opportunity review was conducted with no findings. A final monitoring review was conducted by Golden Sierra Job Training Agency for the Prison to Employment grant with no findings cited. NCCC staff is completing monitoring reviews of NCCC's service providers with no significant findings.

11. APPROVAL OF MOU UPDATE

Liz Bosley provided an update on the Memorandum of Understanding (MOU) process. WIOA requires MOUs between local boards, AJCC partners and the AJCC delivery system in local areas to be reviewed at least every 3 years to ensure appropriate funding and delivery of services. NCCC's AJCCs and partners have received the MOU and related documents from NCCC for

update and signature. Once all updated and signed documents have been received and reviewed, the MOU and associated documents will be submitted to EDD on June 30. The new MOU, Infrastructure Funding Agreement and Other System Costs Budget become effective July 1, 2022.

WDB Action: Motion by Ben Felt, second by Andre Carrao, WDB approved the MOU timeline as presented. Motion Carried by roll call vote.

Governing Board Action: Motion by Ken Hahn, second by Daurice Kalfsbeek Smith, the Governing Board approved the MOU timeline as presented. Motion Carried by roll call vote.

12. APPROVAL OF NEW GRANT APPLICATIONS

▪ REGIONAL EQUITY AND RECOVERY PARTNERSHIPS (RERP)

Cindy Newton addressed the Regional Equity and Recovery Partnerships grant. The grant would focus on community college and workforce development priorities that include: industry valued credentials, digital access and literacy, work-based learning, racial justice and equity and economic recovery. NCCC's share, if fully awarded, would be \$310,485 to serve 44 low income English Language Learners for the grant period December 1, 2022-September 30, 2025.

▪ HIGH ROAD TRAINING PARTNERSHIP HEALTH CARE

Cindy Newton said NCCC was approached by the State Workforce Development Board to submit a concept paper targeting medical careers that were noted in the previously submitted Good Jobs Challenge grant application. Colusa and Glenn Counties Offices of Education, were not participants in the Good Jobs Challenge application, but will participate in this project. NCCC's AJCCs and education and training providers propose to develop new vocational trainings and expand existing trainings in the healthcare industry. NCCC is requesting \$5,875,842 to serve 640 individuals for the grant period July 1, 2022-September 30, 2025.

WDB Action: Motion by Lee Bishop, second by Ben Felt, WDB approved the Regional Equity and Recovery Partnerships and High Road Training Partnership grants and authorized the Executive Director to finalize any award. Motion Carried by roll call vote.

Governing Board Action: Motion by Ken Hahn, second by Daurice Kalfsbeek Smith, the Governing Board approved the Regional Equity and Recovery Partnerships and High Road Training Partnership grants and authorized the Executive Director to finalize any award. Motion Carried by roll call vote.

13. ACCEPTANCE OF FY 2020/2021 SINGLE AUDIT REPORT

Hiep Pham of R.J. Ricciardi, Inc. CPAs presented NCCC's Single Audit Report for the period of July 1, 2020 through June 30, 2021. The report was an unmodified, clean opinion with no material weaknesses, significant deficiencies or instances of noncompliance. The Net Pension Liability decreased by \$122,088 from last year. Total program expenses and revenues increased by \$1

million and \$1.3 million respectively due to additional COVID and SB1 funding. Seven standard audit adjustments were proposed but nothing uncommon was noted. Hiep Pham thanked NCCC staff for their cooperation during the course of the audit. Members congratulated staff for their efforts in keeping NCCC in compliance.

WDB Action: Motion by Marina Alvidrez, second by Lee Bishop, WDB accepted the FY 2020/2021 Single Audit Report as presented. Motion Carried by roll call vote.

Governing Board Action: Motion by Daurice Kalfsbeek Smith, second by Ken Hahn, the Governing Board accepted the FY 2020/2021 Single Audit Report as presented. Motion Carried by roll call vote.

14. APPROVAL OF FISCAL COMMITTEE REPORT

Margaret Fernandez reported on the Fiscal Committee meeting of May 3rd. Funding status of NCCC's special grants was reviewed as well as the following items.

Training Requirement: Training expenditures was just under 14%. It is anticipated that NCCC will meet the required 20% training expenditure.

FY 2022/2023 NCCC Administration Budget and WDB/Governing Board Budget: The proposed NCCC Administration Budget is \$827,696 and the proposed WDB/Governing Board Budget is \$52,000.

WDB Action: Motion by Ben Felt, second by Lee Bishop, WDB approved NCCC's FY 2022/2023 Administration Budget and WDB/Governing Board Budget as presented in the Fiscal Committee Report. Motion Carried by roll call vote.

Governing Board Action: Motion by Ken Hahn, second by Daurice Kalfsbeek Smith, the Governing Board approved NCCC's FY 2022/2023 Administration Budget and WDB/ Governing Board Budget as presented in the Fiscal Committee Report. Motion Carried by roll call vote.

15. COMMUNITY ECONOMIC RESILIENCE FUND PROGRAM (CERF)

Renee John, Director of Workforce Development and Isa Avanceña, Manager of Research and Policy for Valley Vision gave a presentation about the Community Economic Resilience Fund (CERF) Program. CERF is a program that will distribute state General Fund money to 13 regions across California to support inclusive and low carbon economic development. The mission of the CERF program is to advance equitable and sustainable economic development primarily through creating high quality accessible jobs in sustainable industries. The project is designed in 2 phases – planning & implementation. Valley Vision is pursuing the role of regional convener and fiscal agent for CERF efforts and will be submitting a planning phase application for the 8 county Sacramento Region. In Phase 1 each region will be awarded \$5 million to foster partnerships and collaboration, create High Road Transition Collaboratives and develop regional economic plans. The awarding of successful applications is expected to be in August.

16. ADULT EDUCATION UPDATE

Eric Pomeroy, Assistant Superintendent of Career & College Readiness at Sutter County Superintendent of Schools Adult Education, spoke about the North Central Adult Education Consortium (NCAEC). NCAEC is a collaborative of the 5 counties that are aligned with the Yuba Community College District and whose objective is how to improve access opportunities and transitions for adult learners. NCAEC's current state funding is about \$3.5 million per year to run adult programs and services. Eric Pomeroy reviewed the 7 programs areas where funds can be used and he spoke about NCAEC's funding sources, partnerships, current programs and services, and NCAEC's 3-year plan and goals. Mr. Pomeroy asked board members for their feedback on how adult ed program and services can be made better. A link and QR code were provided to participate in the survey.

17. PROGRAM PERFORMANCE REPORT

Cindy Newton reviewed program performance outcomes for the third quarter. Comparisons were made to last year's numbers which showed increases in Adult enrollments and entered employments. Wages in the Adult program were up by \$3.00/hr. Decreased enrollments in the Dislocated Worker program and Youth program outcomes increased slightly over last year. NCCC's special grants projects: The Prison to Employment, Disability Employment Accelerator, English Language Learner and Breaking Barriers grants have ended with all exceeding planned numbers; the Yuba County Wildfire and COVID-19 grants are doing well with additional funds forthcoming; numbers for the Pre-Apprenticeship, NDWG CAREER and Equity & Special Populations grants were also reported.

18. SERVICE PROVIDER PROGRAM UPDATES

Upward Bound (UB): Upward Bound's Program Coordinator Madison Bassow provided a program update. The 6-week summer program will begin June 12. 200 students will be participating at various worksites on campus and in the community. A Career Fair will be held July 8, from 9:00-12:00, where students will get exposure to potential careers by listening to professional individuals share their career and education experiences. Board members were invited to participate in the Career Fair.

Colusa One Stop/AJCC: Colusa One Stop Interim Director Angie O'Canas said the One Stop went live with their Virtual AJCC Job Center on Tuesdays from 9-11am. Staff is currently working on 84 job orders, assisting 7 county probationers and 1 federal parolee, working with 6 businesses in the community who are interested in a total of 25 On-the-Job Training placements, and 7 youth participating in Work Experience activities with another 8 in process. 27 foster youth were served in the Independent Living Program who completed a series of workshops and plan to attend a youth summit in June to learn leadership skills and community engagement. Angie O'Canas shared a success story about a youth pursuing a career in journalism who was placed with a local newspaper and has had 7 articles published with one making the front page.

Glenn County One Stop/AJCC: Glenn County Community Action Manager Yassi Lam said Glenn County AJCC sponsored 10-15 medical assistant students through the Glenn County Office of

Education (GCOE). Graduation will take place next week and several students have already received job offers. Graduations for Truck Drivers and Pharmacy Techs were also held. GCOE will be offering training for CNA, LVN, EMT, Medical Billing and Coding as well. Glenn County AJCC sponsored close to 20 individuals in Work Experience, On-the-Job Training and Transitional Jobs. Staff is seeing interest in vocational trainings for Pharmacy Techs and Veterinary Techs. Glenn County AJCC hopes to roll out their Virtual AJCC Job Center before June. Staff participated in community outreach events including GCOE Organized 8th Grade Career Exploration Series and in the Walk of Change collaborative event. They will also be at the Glenn County Fair this weekend. Current projects underway in Glenn County include a couple of food establishments, a filling station, and a couple of housing projects. A new Butte College Glenn County Center is scheduled to open in August in Orland. Yassi commented on recent staff changes. Marcella Maldonado has joined Glenn's WIOA staff and two more positions will be filled in June.

Sutter One Stop/AJCC: Sutter County One Stop Director Rinky Basi said Sutter County Superintendent of Schools had their ROP Students of the Year Award today. High school ROP programs and students in the Certified Nurses' Aide (CNA), Culinary, Adult Transition, and Manufacturing programs were recognized. Next week Adult Education graduations will take place and high school ROP students in the Dental, CNA and Medical Assisting program will be recognized. 20 students from the Vocational Nursing program will be graduating on Saturday. A Manufacturing/Warehousing job fair was held yesterday. The next job fair will be in July targeting Healthcare. Recruitment is underway for the Pre-Apprenticeship class that will start in June. The One Stop is looking at expanding resources and services into Live Oak and the Sutter County Library. Outreach efforts continue through EDD partners and seasonal migrant farmworker programs. Rinky Basi invited board members to tour the Sutter One Stop following the meeting.

Yuba One Stop/AJCC: Yuba One Stop Director Caron Job said One Stop staff participated in a Business Walk with workforce partners and Yuba-Sutter EDC in the foothills and in Wheatland. Yuba One Stop and EDD staffs also conduct smaller business walks to stay connected to local business's needs. A Pre-Apprenticeship class concluded last week with 5 participants completing successfully. Yuba One Stop participated in career fairs at Marysville and Lindhurst high schools. Outreach is being done at the TEAM Center and Life Building Center to connect with justice involved and homeless individuals. Workshops are held 5 days a week at the One Stop and the Yuba County Library. Yuba County Office Education will be adding a Medical Assisting training program. A job fair is planned to be held August 10th from 11:00am-2:00pm at the Government Center. Caron Job shared a couple of success stories about participants who went on to gain permanent employment after participating in the WIOA program.

19. OTHER BUSINESS

Cindy Newton announced that Glenn County Governing Board member Ken Hahn would be leaving the board next month as he is relocating to Redding. Ms. Newton thanked Ken Hahn for his service on the board.

Next Board Meeting: The next joint NCCC Board meeting is August 18, 2022. A location is yet to be determined. If necessary, this meeting may be held via Zoom.

20. ADJOURNMENT

There being no further business, the meeting was adjourned at 4:12 pm.

ATTEST:

(Signed)

Nick Micheli, Vice Chair
Governing Board

APPROVED ON: 8/18/22

(Signed)

John Fleming, Chair
Workforce Development Board

APPROVED ON: 8/18/22