



“Supporting Economic Vitality in the Counties of Colusa, Glenn, Sutter and Yuba”

**NCCC
GOVERNING BOARD
Thursday, February 16, 2023
1:00 pm**

*The Board will convene again in
a joint meeting with the WDB at 2:00 pm*

In Person:

Sutter County Superintendent of Schools
970 Klamath Lane
Yuba City, CA

Via Zoom:

<https://us02web.zoom.us/j/84362994313?pwd=clhWZkNVMVRIOCtrakpGVWc3SERHQOT09>

Phone audio: +1 669 900 9128

Meeting ID: 843 6299 4313 Passcode: 779005

AGENDA

1. Call to Order
2. Roll Call
3. Public Comment
4. Adoption of Resolution Authorizing Remote Teleconference Meetings of NCCC’s Legislative Bodies Pursuant to Assembly Bill 361 (Attachment A) – *Cindy Newton* Action
5. Election of Governing Board Officers – *Nick Micheli* Action
– Nominations for Chair and Vice Chair may be taken from the Floor
6. Workforce Development Board Appointment (Attachment B) – *Nick Micheli* Action
 - Lorilee Niesen, CTE & Adult Education Director
Sutter County Superintendent of Schools

7. Approval of Minutes (Attachment C) – *Nick Micheli* Action
 - August 18, 2022 Board Meetings
8. Approval of New Grant Applications (Attachment D) Action
 - Breaking Barriers to Employment – *Liz Barber*
 - HRCC Construction Pre-Apprenticeship – *Cindy Newton*
9. Approval of Incumbent Worker Training Policy Revision (Attachment E) – *Liz Barber* Action
10. Approval of Self-Sufficiency For Employed Workers Policy Revision (Attachment F) – *Liz Barber* Action
11. Other Business
12. Adjournment

Agenda materials are provided to Board Members and One Stop Directors. Meeting agendas and minutes can be viewed on NCCC's website at: <http://www.northcentralcounties.com/govboard.html>. Other documents are available to the public upon request. NCCC is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.

ATTACHMENT A: ACTION

**BOARD RESOLUTION AUTHORIZING
REMOTE TELECONFERENCE MEETINGS
OF NCCC'S LEGISLATIVE BODIES
PURSUANT TO
ASSEMBLY BILL 361**



North Central Counties Consortium

"Supporting Economic Vitality in the Counties of Colusa, Glenn, Sutter and Yuba"

BOARD RESOLUTION NO. 23-01
OF THE NORTH CENTRAL COUNTIES CONSORTIUM
GOVERNING BOARD

**AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE
LEGISLATIVE BODIES OF NORTH CENTRAL COUNTIES CONSORTIUM
PURSUANT TO ASSEMBLY BILL 361**

WHEREAS, Government Code section 54953(e), as amended by Assembly Bill No. 361, allows legislative bodies to hold open meetings by teleconference without reference to otherwise applicable requirements in Government Code section 54953(b)(3), so long as the legislative body complies with certain requirements, there exists a declared state of emergency, and any of the following circumstances is met:

- 1) State or local officials have imposed or recommended social distancing
- 2) The local agency holds a meeting for the purposes of determining by majority vote if meeting in person would pose imminent risks to the health and safety of attendees
- 3) The local agency holds a meeting after having determined by majority vote that, as a result of the emergency, meeting in person would pose imminent risks to the health or safety of attendees.

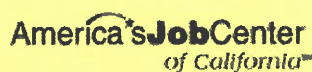
WHEREAS, on March 4, 2020, Governor Gavin Newsom declared a State of Emergency in the State of California; and

WHEREAS the rates of transmission of COVID-19 and variants in the North Central Counties Consortium continue to pose imminent risks for health of attendees at indoor gatherings involving individuals from outside the same household; and

WHEREAS, to help protect against the spread of COVID-19 and variants, and to protect the health and safety of the public, North Central Counties Consortium wishes to take the actions necessary to comply with the Brown Act, as amended and to continue to hold its Board meetings remotely via teleconference.

WHEREAS, the North Central Counties Consortium Governing Board is committed to open and transparent governance in compliance with the Brown Act; and

WHEREAS, the North Central Counties Consortium Governing Board is conducting virtual meetings by way of telephonic and/or internet-based services as to allow members of the public to fully participate in meetings and offer public comment.



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NOW THEREFORE, BE IT RESOLVED, that the recitals set forth above are true and correct and fully incorporated into this Resolution by reference.

BE IT FURTHER RESOLVED, that the Governing Board of North Central Counties Consortium recognize that a state of emergency in the State of California continues to exist due to the COVID-19 pandemic.

BE IT FURTHER RESOLVED, that the North Central Counties Consortium Governing Board recognize that social distancing measures remain recommended by state and local officials.

BE IT FURTHER RESOLVED, that the Governing Board of North Central Counties Consortium authorizes the use of teleconferencing for all meetings in accordance with Government Code section 54953(e) and all other applicable provisions of the Brown Act, for a period of thirty (30) days from the adoption of this resolution.

PASSED AND ADOPTED by the Governing Board of North Central Counties Consortium of Colusa, Glenn, Sutter and Yuba Counties, State of California, on this 16th day of February 2023 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

**FOR THE
GOVERNING BOARD**

Nick Micheli, Chair
North Central Counties Consortium

ATTEST:

Irma Sanchez, Executive Assistant
to the Governing Board and
the Workforce Development Board

ATTACHMENT B: ACTION

**WORKFORCE
DEVELOPMENT BOARD
APPOINTMENT**

**Lorilee Niesen, CTE & Adult Education Director
Sutter County Superintendent of Schools**

ATTACHMENT C: ACTION

APPROVAL OF MINUTES

- **August 18, 2022 Governing Board Meeting**
- **August 18, 2022 Governing Board/WDB Meeting**

**NCCC
GOVERNING BOARD
MINUTES**

August 18, 2022

1. CALL TO ORDER

The meeting was called to order by Governing Board Chair Randy Fletcher at 1:00 pm at Sutter County Superintendent of Schools in Yuba City.

2. ROLL CALL – Quorum present

Governing Board Members Present: Paul Barr, Daurice Kalfsbeek Smith, Randy Fletcher

Governing Board Members Absent: Nick Micheli

3. PUBLIC COMMENT

There were no comments from the public.

4. CLOSED SESSION: A CONFERENCE SHALL BE HELD CONCERNING PERSONNEL (GOV.CODE §54957.6)

The Governing Board recessed into closed session concerning Personnel (Gov. Code §54957.6).

5. CLOSED SESSION: A CONFERENCE SHALL BE HELD CONCERNING PUBLIC EMPLOYEE PERFORMANCE EVALUATION – TITLE: EXECUTIVE DIRECTOR (GOV.CODE §54957)

The Governing Board recessed into closed session concerning Public Employee Performance Evaluation – Title: Executive Director (Gov. Code §54957).

6. REPORT OUT IN OPEN SESSION

Randy Fletcher announced that in closed session on a motion by Daurice Kalfsbeek Smith, seconded by Paul Barr and carried on a vote of 3 ayes and 0 noes, the Governing Board took the following action:

- 1) Assigned NCCC Executive Director Cindy Newton to a one year contract with a 6% salary increase.
- 2) Recommended a transition/succession plan be developed to be in place in anticipation of leadership retirement.
- 3) Approved the recommended amendments to NCCC's Personnel Rules.

7. OTHER BUSINESS

There were no other matters brought before the Governing Board.

8. ADJOURNMENT

There being no further business, the meeting was adjourned at 1:52 pm.

ATTEST:

Nick Micheli, Chair
Governing Board

APPROVED ON: _____

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

August 18, 2022

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 at Sutter County Superintendent of Schools in Yuba City and by Zoom.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL – Quorums present

Governing Board Members Present: Paul Barr, Daurice Kalfsbeek Smith, Randy Fletcher

Governing Board Members Absent: Nick Micheli

Workforce Investment Board Members Present: Marina Alvidrez, Jeff Armstrong, Lee Bishop, Andre Carrao, Glenn Denno, Tawny Dotson, Ben Felt, Margaret Fernandez, John Fleming, Neil Goforth, Matt Goody, Ron Moore, Horacio Paras, Eric Pomeroy, Leslie Rubalcava, Brynda Stranix, Tom Williams

Workforce Investment Board Members Absent: Fortino Curiel, Angela Parisio Long

4. WELCOME

5. PUBLIC COMMENT

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

6. ADOPTION OF RESOLUTION AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF NCCC'S LEGISLATIVE BODIES PURSUANT TO ASSEMBLY BILL 361

WDB Action: Motion-Horacio Paras, second-Andre Carrao; WDB adopted Board Resolution No. 22-03 Authorizing Remote Teleconference Meetings of NCCC's Legislative Bodies Pursuant to Assembly Bill 361. *Motion Carried by roll call vote.*

Governing Board Action: Motion-Paul Barr, second-Daurice Kalfsbeek Smith; Governing Board adopted Board Resolution No. 22-03 Authorizing Remote Teleconference Meetings of NCCC's Legislative Bodies Pursuant to Assembly Bill 361. *Motion Carried by roll call vote.*

7. GOVERNING BOARD CHAIR PASSES MEETING OVER TO WDB CHAIR

8. APPROVAL OF MINUTES

WDB Action: Motion-Andre Carrao, second-Ben Felt; WDB approved the minutes of the May 19, 2022 board meeting as presented. Motion Carried by roll call vote.

Governing Board Action: Motion-Daurice Kalfsbeek Smith, second-Paul Barr; the Governing Board approved the minutes of the May 19, 2022 board meetings as presented. Motion Carried by roll call vote.

9. DIRECTOR'S REPORT

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

- NCCC will participate in the Regional Equity and Recovery Partnerships grant. NCCC was awarded \$225,488 to serve eligible low income English Language Learner individuals. This grant is due to start in December 2022.
- NCCC has received an additional \$440,000 for the August 2020 Yuba County Wildfire grant, bringing that total funding award to over \$1 million.
- NCCC will be submitting an application for the Breaking Barriers grant for \$750,000. A staff report for board approval will be presented at the November meeting.

State/Regional/Local Monitoring: NCCC recently received two monitoring reports from EDD for Program Year 2019/20. A program review conducted in February 2020 cited one finding regarding participant time sheet edits that has been corrected and satisfactorily resolved. A fiscal procurement review also conducted in February 2020 cited a finding that NCCC's inventory log did not include federal award numbers. This finding has been corrected and satisfactorily resolved. A data validation review will be conducted by EDD next week.

10. APPROVAL OF NEW GRANT APPLICATIONS

- NATIONAL DISLOCATED WORKER GRANT/QUEST

Liz Bosley addressed the National Dislocated Worker Grant/QUEST. In this project NCCC AJCC One Stops will work with EDD to identify and recruit dislocated workers including long term unemployed. Services to be provided include career services, supportive services, vocational training and work-based training. The application is requesting \$1,265,444 to serve 142 individuals for the grant period 10/1/2022-9/30/2024.

WDB Action: Motion-Ben Felt, second-Ron Moore; WDB approved the National Dislocated Worker Grant/QUEST application and authorized the Executive Director to finalize any award to NCCC. Motion Carried by roll call vote.

Governing Board Action: Motion-Daurice Kalfsbeek Smith, second-Paul Barr; Governing Board approved the National Dislocated Worker Grant/QUEST application and authorized the Executive Director to finalize any award to NCCC. Motion Carried by roll call vote.

- **PRISON TO EMPLOYMENT 2.0**

Liz Bosley addressed the Prison to Employment 2.0 grant which is a continuation of the Prison to Employment Initiative. This regional project is designed to develop and implement regional partnerships and plans of workforce, education and related services, and to provide earn and learn or vocational training opportunities for formerly incarcerated and other justice-involved individuals. The grant award is \$260,000 for a grant period of 1/1/2023-12/31/2025. This grant is projected to serve 33 participants.

WDB Action: Motion-Horacio Paras, second-Marina Alvidrez; WDB approved the Prison to Employment 2.0 application and authorized the Executive Director to finalize any award to NCCC. *Motion Carried by roll call vote.*

Governing Board Action: Motion-Paul Barr, second-Daurice Kalfsbeek Smith; Governing Board approved the Prison to Employment 2.0 application and authorized the Executive Director to finalize any award to NCCC. *Motion Carried by roll call vote.*

11. FISCAL COMMITTEE REPORT

Andre Carrao presented the Fiscal Committee report. NCCC's formula funding trend for the last two program years and the current 2022/23 program year was reviewed. Funding levels for Adult and Youth are not yet up to PY 20/21 levels and Dislocated Worker funding has increased slightly each year. The funding status of NCCC's special grants was also reviewed. Training expenditures as of June was at 18.07%. NCCC anticipates meeting the required 20% in training expenditures plus the 10% in leveraged resources. The Fiscal Committee reported no items of concern.

12. YUBA COLLEGE PRESENTATION

Michael Bagley, Dean of STEM and Social Sciences at Yuba College, gave a presentation on "Uniting STEM Education with Workforce Needs – Building Watershed and Economic Resilience in Yuba County". This Community Impact grant was awarded to Yuba College in partnership with the Yuba Water Agency for \$700,000 over 5 years to develop and implement a Watershed Management program that could facilitate education and training for improving workforce development and economic development in the field of natural resources, water, forestry and cross-over opportunities in fire protection and conservation. Mr. Bagley reviewed the 5-year project's workplan and projected outcomes. Other project members – Project Faculty Carmen Bowen, Fire Technician Instructor Dale Vogelsang and CTE & Workforce Development Dean Dwayne Newman – spoke about current curriculum opportunities, labor market information, future job concentration possibilities and university transfer opportunities. Randy Fletcher expressed his full support of this project and asked team members to provide a presentation at an upcoming Yuba County Board of Supervisors meeting.

13. LABOR MARKET INFORMATION OVERVIEW

Luis Alejo, EDD Labor Market Consultant, provided an overview on the monthly labor force and job number estimates that are released and sent out the 3rd Friday of every month. Luis

explained how the number in the labor force is determined and who in the labor force are counted as employed and unemployed and how the unemployment rate is determined:

Labor Force = Employed + Unemployed; Unemployment Rate = Unemployed / Labor Force.

Luis Alejo reviewed unemployment rate trends and industry employment numbers for NCCC counties. Industry employment, labor force and unemployment data, specifically for farm and manufacturing, for Colusa County was also presented. NCCC will be sending out this presentation to members after the meeting.

14. PROGRAM PERFORMANCE REPORT

Cindy Newton reviewed 4th quarter planned vs. actual program performance outcomes for the core programs of Adult, Youth and Dislocated Workers. All NCCC performance benchmarks for Program Year 2021/22 were exceeded except for Dislocated Worker enrollments which was at 93%. NCCC's special grants projects: National Dislocated Worker Grants Yuba County Wildfire, COVID-19 and regional CAREER are doing well; numbers for the Pre-Apprenticeship and Equity & Special Populations grants were also reported.

15. SERVICE PROVIDER PROGRAM UPDATES

Upward Bound (UB): Upward Bound's Director Maria Moreno was unable to attend today's meeting.

Colusa One Stop/AJCC: Colusa One Stop Interim Director Angie O'Canas said One Stop staff recently attended two health and resource fairs in Arbuckle and Colusa. Staff is invited to Pierce High School's Back to School Night on August 31. One Stop staff is currently working on 65 job orders; assisting 9 county probationers – 4 supported with job search, 2 have been recently employed, 2 will be enrolled into transitional jobs and 1 recently entered substance rehabilitation; working with 5 businesses, serving 5 participants in Work Experience and 2 in On-the-Job Training. Staff also assisted 10 CNAs for the first cohort at Colusa County Office of Education. There will not be an EMT course at the Woodland Community College Colusa County Campus this semester, however, enrolled Colusa County residents shall attend the course at the Woodland Campus. Colusa One Stop received FEMA emergency food and shelter funding to assist homeless residents. The program will run until April, but the One Stop hopes to re-apply if funding is available next year. Angie O'Canas shared a success story about a long-term unemployed adult participant who completed Truck Driver training and is now fully employed with a truck company in Arbuckle.

Glenn County One Stop/AJCC: Glenn County Community Action Manager Yassi Lam said 3 individuals have joined the AJCC staff since May replacing exited staff. Glenn AJCC has sponsored about 25 individuals in Medical Assisting, Welding, RN, Truck Driver, Vet Tech and Pharmacy Tech training at Glenn County Office of Education (GCOE), Butte-Glenn College, Yuba College, American Career Training and Oroville Adult Education Center. Glenn AJCC staff is collaborating with GCOE and Glenn County Personnel to hold a county-wide job fair on October 6 at Orland Memorial Hall. They will also be co-facilitating 2 workshops on September 12 and 19. Staff outreach efforts include participation in National Night Out and Recovery Happens in September and reconnecting with local partner organizations, schools and community colleges.

Staff attended the ribbon cutting for the new Butte College Glenn County Center on August 10. The Small Business Development Center and The Training Place will have staff located at the Glenn County Center.

Sutter One Stop/AJCC: Sutter County One Stop Director Rinky Basi highlighted the One Stop's youth program. She talked about the youth program's different funding sources which include, WIOA, Dept of Rehabilitation, Transitional Partnership Program, and Workability I funds through the State Department of Special Education. The One Stop provides a Youth Employment Strategies (YES) workshop that focuses on individuals working on their professional portfolios – resumes, applications, job search, etc. This past spring staff focused on working hands-on with foster youth, youth on probation and homeless youth. Staff is also working with students in the culinary arts and manufacturing CTE programs which are very successful. Students in the Adult Transition Program who are transitioning out of Special Ed programs may also enroll in the culinary arts program and are afforded the same program opportunities as youth participants.

Yuba One Stop/AJCC: Yuba One Stop Training & Employment Counselor Gail Manley reported that staff have been enrolling students in Yuba College's nursing, psych tech and rad tech courses. A successful job fair was held on August 10 with 39+ employers and 103 jobseekers. Staff is recruiting for a new Yuba County Office of Education Medical Assistant class that begins September 12 through February 17. A new SB-1 Pre-Apprenticeship Construction class will begin next week with 7 possibly 9 individuals enrolled. A full Forklift Training class will begin August 25. One Stop staff have invited employers who hire forklift operators to meet with students when they complete their training for possible employment. Yuba One Stop has been working with at-risk youth in the Yuba County Office of Education's Youth Prevention Program and several of those individuals have obtained full-time employment. Gail Manley shared a success story about an individual who participated in the Pre-Apprenticeship program and the Temporary Job Creation program who is now permanently employed at Yuba County Public Works.

16. OTHER BUSINESS

Next Board Meeting: The next joint NCCC Board meeting is November 17, 2022. A location is yet to be determined. If necessary, this meeting may be held by Zoom.

17. ADJOURNMENT

There being no further business, the meeting was adjourned at 3:37 pm.

ATTEST:

Nick Micheli, Chair
Governing Board

APPROVED ON: _____

(Signed)

John Fleming, Chair
Workforce Development Board

APPROVED ON: 11/10/22

ATTACHMENT D: ACTION

APPROVAL OF NEW GRANT APPLICATIONS

- **Breaking Barriers to Employment**
- **HRCC Construction Pre-Apprenticeship**



North Central Counties Consortium

"Supporting Economic Vitality in the Counties of Colusa, Glenn, Sutter and Yuba"

Administrative Staff Report
November 10, 2022

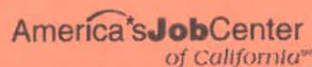
Breaking Barriers to Employment Initiative

Background: In October 2017, the California Legislature approved Assembly Bill (AB) 1111, Removing Barriers to Employment Act (Statutes 2017, chapter 824), which established the Breaking Barriers to Employment Initiative to be administered by the California Workforce Development Board (CWDB). In July 2019, the CWDB announced the availability of \$11 million to coordinate and align services provided by community-based organizations (CBOs) with local workforce development boards for individuals who face the greatest barriers to employment in California.

In 2021, the California Legislature approved Assembly Bill (AB) 628, Removing Barriers to Employment Act, and with Senate Bill (SB) 129, appropriated \$25,000,000 to expand the Breaking Barriers to Employment Initiative.

Project Design/Planned Services			
The Breaking Barriers to Employment Initiative is designed to:			
<ol style="list-style-type: none"> 1) Provide individuals with barriers to employment the services and support they need to be successful in participating and completing training and education programs in high demand industry sectors 2) Deliver services through collaborative partnerships between mission-driven CBOs and local workforce development boards to strengthen the America's Job Center of California system. 			
Grant Amount: \$750,000		Grant Period: January 1, 2023 – April 30, 2024	
Target Group			
This project will serve at risk youth, workers that are not earning a self-sufficient wage, and migrant and seasonal farmworkers.			
Partners			
<ul style="list-style-type: none"> ▪ NCCC Workforce Development Board ▪ California Human Development ▪ Employment Development Department ▪ Independent Living Program Providers 		<ul style="list-style-type: none"> ▪ NCCC AJCCs/One Stops ▪ County Offices of Education ▪ County Social Services Departments ▪ County Probation Departments and Juvenile Halls 	
Project Performance and Outcomes			
Participants Served	100	Entry into Post-Secondary Education	9
Total Number Receiving Vocational Training or Earn and Learn (Work Experience/OJT/Apprenticeship)	54	Total Number Entering Employment	52

Recommendation: Request the NCCC Workforce Development Board and Governing Board approve the Breaking Barriers to Employment Initiative grant application and authorize the Executive Director to finalize any award to NCCC.



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North Central Counties Consortium

"Supporting Economic Vitality in the Counties of Colusa, Glenn, Sutter and Yuba"

Administrative Staff Report
November 10, 2022

High Road Construction Careers (HRCC) Construction Pre-Apprenticeship Program

Background: As part of the HRCC initiative, the CWDB has invested in eleven pre-apprenticeship training partnerships across the state from a variety of funding sources. These include the California Clean Energy Jobs Act (Prop 39), the Road Repair and Accountability Act (SB1) and California Climate Investments (CCI).

These HRCC partnerships link local Building and Construction Trades Councils (BTCs) to workforce boards, schools, and community-based organizations (CBOs), creating structured pathways—with a standard Multi-Craft Core Curriculum (MC3) and critical supportive services—to state-approved apprenticeship programs in a variety of crafts.

Project Design/Planned Services

The HRCC Construction Pre-Apprenticeship Program will be provided in two different locations to help ensure the ability of most counties to participate 1) located at the Yuba Shasta J.A.T.C. #228 Apprenticeship Training facility located in Marysville 2) located at the International Brotherhood of Electrical Workers Local 340 in Redding. Nine MC-3 classes will be held over a three-year period. Two classes a year will be held in Marysville and one class a year will be held in Redding. The goal of each class is to have a cohort of 15-20 participants.

The AJCCs will provide Work Readiness Skills which includes a math refresher component provided during a one-week program prior to the start of the MC-3 curriculum. Supportive services will be provided to include: stipends, travel reimbursement for those participants in need; work clothing/ boots, tools and union dues will be made available for those entering an apprenticeship program.

Grant Amount: \$990,000

Grant Period: May 1, 2023 – March 31, 2026

Target Group

- | | |
|-----------------------|--|
| ▪ Disadvantaged Youth | ▪ Underserved Racial/Ethnic Minorities |
| ▪ Justice Involved | ▪ Veterans |
| ▪ Women | ▪ Low Income |

Partners

- | | |
|--|---------------------------------------|
| ▪ NCCC Workforce Development Board | ▪ NCCC AJCCs/One Stops |
| ▪ Mid-Valley Building Trades/ Yuba Shasta Joint Apprenticeship Program | ▪ SMART Center (Shasta & Eureka)/AJCC |
| ▪ Northeastern Building Trades | ▪ Tehama Job Center/AJCC |

Project Performance and Outcomes

Participants Served	150	Completion of Pre-Apprenticeship Program/Certificate	65%
Entered Employment / Registered Apprenticeship / Post-Secondary Education			60%

Recommendation: Request the NCCC Workforce Development Board and Governing Board approve the HRCC Construction Pre-Apprenticeship Program grant application and authorize the Executive Director to finalize any award to NCCC.

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ATTACHMENT E: ACTION

**APPROVAL OF INCUMBENT
WORKER TRAINING
POLICY REVISION**

NORTH CENTRAL COUNTIES CONSORTIUM**Incumbent Worker Training Policy****I. Purpose**

The Incumbent Worker Training (IWT) program provides both employers and their employees with the opportunity to build and maintain a quality workforce. The intent is to increase both employer and their employees' competitiveness by developing the skills necessary to avert layoff or increase the skill levels of employees.

IWT should be part of a comprehensive business engagement strategy designed to meet the special training requirements of an employer (including a group of employers) to upskill current employees.

II. Background

Under WIOA, Local Areas may allocate up to 20% of their combined Adult and Dislocated Worker formula allocations for IWT activities. Employers are required to pay for a significant cost of the training.

Local Boards are required to establish policies regarding the non-federal share of the cost of IWT. Employer share can be through cash payments and fairly evaluated in-kind contributions. The employer(s) share depends on the number of employees (either at all locations or per the location where training is taking place). The employee size and percent of employer share is as follows:

- 50 or fewer employees at least 10 percent
- 51 – 100 employees at least 25 percent
- 100 or more employees at least 50 percent

III. References

- WIOA Section 134 (d)(4)(C-D)
- EDD Directive WSD 19-01
- TEGL 19-16, Section 13
- 20 CFR 680.780-820

IV. Policy Statement

Incumbent worker training will only be available if all eligibility criteria are met and the employer can meet the cost share requirements of the training. NCCC will currently cap the annual amount of IWT to 20% of their combined Adult and Dislocated Worker formula allocations for the whole consortium. All Incumbent Worker Training must be approved by the NCCC Executive Director.

ATTACHMENT F: ACTION

**APPROVAL OF SELF-SUFFICIENCY
FOR EMPLOYED WORKERS
POLICY REVISION**

**NORTH CENTRAL COUNTIES CONSORTIUM (NCCC)
LOCAL WORKFORCE DEVELOPMENT BOARD (LWDB)**

SELF-SUFFICIENCY FOR EMPLOYED WORKERS

I. Purpose

To establish a policy for defining “self sufficiency” for employed workers who are in need of Workforce Innovation and Opportunity Act (WIOA) training services to obtain or retain employment that leads to self-sufficiency.

II. Background

The Federal Regulations section 680.140 states that the LWDB may set the criteria for determining whether employment leads to self-sufficiency.

III. References

WIOA Section 134(d) (1) (A) (x)
Federal Register, Proposed Rules 680.140
Living Wage Calculator, <https://livingwage.mit.edu/states/06/locations>

IV. Policy

Self-Sufficiency for Employed Workers

NCCC defines self-sufficiency for an employed worker as either receiving wages that equal **\$18.00** per hour for an individual working full time or family income that is above 250% of the federal poverty guidelines.

In order for an employed worker to be considered in need of intensive and/or training services the individual’s hourly wage or family income must not meet the definition of self-sufficiency.

All participants, regardless of target group, will be selected based on their appropriateness for service and ability to successfully complete the intensive and/or training services to be provided.

V. Exempt Occupations

Due to the need to provide upgraded skills training to Health Care Workers, NCCC waives the self sufficiency income limit for Individualized Career and Training services for these occupations.

- Please note: a financial need must exist prior to utilization of WIOA funding.