

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

November 7, 2024

1. CALL TO ORDER

The meeting was called to order by Governing Board Chair Daurice Kalfsbeek Smith at 2:00 pm at Colusa Industrial Properties Conference Room in Colusa.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL – Governing Board: Quorum present; WDB: Quorum present

Governing Board Members Present: Daurice Kalfsbeek Smith, Jim Yoder, Don Blaser

Governing Board Members Absent: Karm Bains

Workforce Investment Board Members Present: Jeff Armstrong, Cari Berlin, Lee Bishop, Fortino Curiel, Juan Delgado, Glenn Denno, Jamie Dickerson, John Fleming, Randy Fletcher, Matt Goody, Rainey Kalfsbeek, Steve Ly, Ron Moore, Lorilee Niesen, Leslie Rubalcava, Amy Schmidt, Tom Williams

Workforce Investment Board Members Absent: Gurprit Bains, Tawny Dotson, Margaret Fernandez, Neil Goforth, Priti Kumar, Brynda Stranix

4. WELCOME

5. PUBLIC COMMENT

There were no comments from the public.

6. GOVERNING BOARD CHAIR PASSES MEETING OVER TO WDB CHAIR

7. APPROVAL OF MINUTES – GOVERNING BOARD & WDB

Governing Board Action: Motion -Jim Yoder, second – Daurice Kalfsbeek Smith; Governing Board approved the minutes of the August 15, 2024 board meeting as presented. Motion Carried

Workforce Development Board: Motion – Randy Fletcher, second – Glenn Denno; Workforce Development Board approved the minutes of the August 15, 2024 board meeting as presented. Motion Carried

8. DIRECTOR'S REPORT

Cindy Newton reported that NCCC did not receive funding for the James Irvine Foundation Grant. The allocation has been received for the NDWG Severe Weather Storm 2024 grant. Sutter County and Levee Districts 1 and 9 will commence work in the very near future to begin clean-up and repairs from the 2024 storms. Colusa's Storm Grant received over \$400,000 in additional funds. The State Compliance & Review Department performed a fiscal and program review. They looked at client files from each of the AJCC's. Both reviews came out perfectly clean with no findings. A Veteran's Priority of Service Directive had been somewhat overlooked. Although priority of services has been practiced accordingly, they want the policy itself to be posted in each AJCC as well as their website. A procedure was completed before they finished their exit to ensure we were compliant.

9. FISCAL COMMITTEE REPORT

Glenn Denno began the report by providing a general notice about the training expenditure requirement: WIOA Training Expenditure Requirement was first imposed by Senate Bill 734 in 2012 and amended by Assembly Bill 1149 in 2018. The requirement is to expend 30% of the total adult and dislocated worker formula funds on training, fiscally achieved by first expending 20% on formula funding and when the 20% is met the remaining 10% can be expended on leveraged resources. Those may include training funds spent in special project grants and other miscellaneous funds.

For Fiscal Year 23/24 NCCC has fully expended and met the requirement for the formula fund allocations. Total allocation was \$2,225,815, 30% requirement was \$667,745 with \$445,163 expended in formula funds. Total formula fund training expenditure was \$484,124 and the remaining \$222,582 in leverage funds to meet the requirement.

Fiscal Year 24/25 allocation is \$2,434,154, the requirement is thereby \$730,246. To date, \$154,785 in formula fund training has been expended. All counties are on track for expending grant funds. NCCC budget for the administrative office has been reviewed and the expenditures are on track.

10. APPROVAL OF NEW GRANT APPLICATIONS

▪ *Homeless to Hopeful 3.0 – Liz Barber*

NCCC plans to expand upon our original WAF 8.0 Homeless to Hopeful and WAF 10.0 Homeless to Hopeful 2.0 projects that supported homeless/housing insecure and justice involved participants by providing workshops, vocational training, earn and learn opportunities and supportive services as they found permanent housing. Our goal is to expand this approach to work with the Employment Development Department (EDD) to serve Veterans on a broader scale across the NCCC region. We will continue to partner with Hands of Hope, Life Building Center, Community Action Department and grow the relationship with County Probation Departments, Parole, County Health and Human Services Agencies, as well as local education agencies in order to

provide intensive case management and wrap around services through an integrated resource team approach.

Grant amount \$500,000.00; Grant Period 5/01/25-2/28/27.

WDB Action: Motion-Glenn Denno, second-Leslie Rubalcava; WDB approved the Homeless to Hopeful 3.0 grant application and authorized the Executive Director to finalize any award to NCCC. *Motion Carried.*

Governing Board Action: Motion – Jim Yoder, second – Don Blaser; Governing Board approved the Homeless to Hopeful 3.0 grant applications and authorized the Executive Director to finalize any award to NCCC. *Motion Carried.*

11. STAFF REPORT

Liz Barber reported that NCCC's Local Strategic Workforce Development Plan and the Capital Area Regional Strategic Workforce Development Plan are due to the State of California Workforce Development Board on March 31, 2025. They are required by the State to be renewed every 4 years. A general timeline informational notice is provided as to how we're going to proceed with the building of those plans. In December we'll have two public input meetings. In January the draft will be released, and opened for public comment January through February. At the February board meeting we will have them approved and they will be submitted to the State in March.

12. DEPARTMENT OF REHABILITATION - PRESENTATION

Leslie Rubalcava introduced Senior Rehabilitation Counselor Jose Garcia. They provide youth and adult services in the counties of Yolo, Colusa, Sutter and Yuba. Their goal is to help individuals with disabilities prepare for and secure a meaningful job in an integrated setting with competitive wages where the individual can be successfully employed.

13. ESSENTIAL SKILLS WORKGROUP - REPORT

Lorilee Niesen provided an update on the workgroup and handed out the final draft of the Career Readiness Certificate. A NCCC stamp or seal will be added to the final certificate. The next steps will be identifying businesses to participate in the program and help show value in the certificate, making students want to go through the essential skills program. The workgroup crafted a list of potential businesses according to CTE's 15 industry sectors. Suggestions to the list of businesses can be sent to Cindy Newton. Tri County ROP will pilot the program. The program needs to be presented to businesses on list, the chamber and other agencies. Board members are asked to identify that the program is a result of many people expressing concerns that potential employees do not have the essential skills necessary to begin work. After much discussion it was agreed to add that the GPA indicated on the certificate is optional.

14. PROGRAM PERFORMANCE - REPORT

Cindy Newton reviewed program performance outcomes for the first quarter. Comparisons were made to last year's numbers.

Adult: Numbers are down compared to last year, we closed out more people and carried in less to start the new year. We are already at 82% of our plan. The Average Wage at Placement is \$26.26.

Dislocated Worker: Numbers are down a little as well. Training and Entered Employment Rate are almost identical to last year. The wage dropped about a dollar per hour to \$28.88.

Youth: We are serving about 10 less than a year ago. Credentials, Diplomas and Entered Employment are slightly less. We are at 70% of our numbers.

Special Grants: Everybody is doing very well. The one-stops are meeting or have already achieved their numbers. The NDWG Quest Grant and the NDWG Career Grant have closed.

15. SERVICE PROVIDER UPDATES

Colusa County One Stop/AJCC: Angie O'canas reports they are preparing for tax season with free income tax assistance, they prepared over 400 returns last year. They have a fire academy starting. They are busy assisting job seekers and hosting in-house hiring events for business development. She is excited to share two new businesses are opening in Williams, O'Reilly Auto Parts and Tractor Supply. They will be offering business services. The STEP program has been very successful, they have 9 participants. ILP has 23 students enrolled. They are expanding outreach services for the Agriculture Sector, and Veteran Services. Some of their participants participated in the UC Davis Farm Worker Housing Survey, they will be attending the Pierce High School College & Career Day on November 13th.

Glenn County Community Action Department/AJCC: Yassi Lam reported they have seen a few more layoffs and business closures. She expressed appreciation to the EDD reps for their onsite support with the layoffs and closures. They've had people coming in accessing job training and job search assistance. The YES, Youth Employment Services, continues to evolve. It's currently on hold, but they hope to bring it back. They are currently providing more one-on-one youth services. Other projects in collaboration with Glenn County Office of Education continue. Team members continue to provide outreach services to businesses and developing worksites specifically for youth participants. They've been doing presentations for Glen County Office of Education during their Independent Learning Program and supporting the youth community. They provided resources at the Princeton High School Career Day and participated in the City of Willows Community Crawl Event. They will be participating in the 2nd annual Butte and Glenn 8th grade Career Exploration Day, tentatively scheduled for February. They plan to partner with an area credit union to offer a basic money management workshop focusing on adults and youth.

Sutter County One Stop/AJCC: Bobby Chima reported they had a job fair on September 17th, 600 job seekers attended. The next job fair will be scheduled for April. CNA class started November 6th, 15 students are participating. Culinary class started for 7-9 ELL students. EKG class started October 22nd. Phlebotomy students are doing their externship hours, Rideout hires a lot of their students. The next class starts in July. LVN class starts January 26th, 20 students are signed up. They are developing a work-readiness workshop for inmates scheduled to be released in 30 days.

They've been providing rapid response services to several businesses. New businesses have reached out looking for recruitment and outreach services.

Yuba County One Stop/AJCC: Caron Job gave an overview of what they've been focusing on this past quarter. They've been helping with trainings in the vocational programs. They've been doing recruitment at job fairs, in-house hiring events. They've been working with other agencies to engage youth in working. They've brought in 40+ students with the STEP Grant. YCOE is having a ribbon cutting for their Adult Career Education Center, on November 15th, everyone is invited to attend. They will be offering construction classes, forklift training, flagger training, and are working to develop a Class A training. They are still working to get the Alcove Center opened up, it will be geared toward youth. They've been working with an individual with cerebral palsy for the last few years and finally have a work site set up and he started today.

Upward Bound: Maria Moreno reported that about 100 students are being helped with the college application process. They hosted a workshop for another 40-45 students. Students are also provided with support programs that are available at the colleges. Thirty students were taken to a meet and greet with astronaut Jose Hernandez, a former migrant farm worker from the Stockton-Salinas area. Forty students from Colusa, Sutter, Glenn and Yuba counties were placed in small businesses and agencies in the Chico area for their 2024 summer program.

16. OTHER BUSINESS

Recognition: It was announced that Governing Board Member Don Blaser will not be returning in 2025. He was recognized for his work and service to the Board.

2025 Board Meeting Schedule: The 2025 board meeting schedule was provided to members.


Next NCCC Board Meeting: February 20, 2025 at a location to be determined.

17. ADJOURNMENT

There being no further business, the meeting was adjourned at 3:52 pm.

ATTEST:


Daurice Kalfsbeek Smith, Chair
Governing Board


John Fleming, Chair
Workforce Development Board

APPROVED ON: 2/28/25

APPROVED ON: 2-20-2025