

**NCCC
WORKFORCE DEVELOPMENT BOARD
MINUTES**

November 6, 2025

1. CALL TO ORDER

The meeting was called to order by Governing Board Chair Daurice Kalfsbeek Smith at 2:00 pm at Sutter County Superintendent of Schools Board Room in Yuba City.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL – Quorum present

Governing Board Members Present: Daurice Kalfsbeek Smith, Karm Bains, Renick House, Jim Yoder

Workforce Development Board Members Present: Cari Berlin, Lee Bishop, Rainey Cambra, Glenn Denno, Jamie Dickerson, Tawny Dotson, Margaret Fernandez, John Fleming, Matt Goody, Jacob Holmes, Steve Ly, Ron Moore, Karl Pineo, Casey Tull

Workforce Development Board Members Absent: Juan Delgado, Nikki Rogers, Leslie Rubalcava, Amy Schmidt, Brynda Stranix,

4. WELCOME

Governing Board Chair, Daurice Kalfsbeek, welcomed everyone and announced it was NCCC Executive Director Cindy Newton’s final board meeting. She thanked Cindy for her dedication and years of service.

5. PUBLIC COMMENT

There were no comments from the public.

Cindy Newton, introduced Rhea Burns as the new NCCC Program/EO officer.

6. APPROVAL OF MINUTES

Governing Board Action: Motion – Renick House, second – Jim Yoder; Governing Board approved the minutes of the August 21, 2025 special board meeting as presented. Motion Carried

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WDB Action: Motion – Lee Bishop, second – Glenn Denno; WDB approved the minutes of the August 21, 2025 board meeting as presented. Motion carried

7. WORKFORCE DEVELOPMENT BOARD APPOINTMENTS

Governing Board Action: Motion – Renick House, second – Jim Yoder; Governing Board appointed the following individuals to the WDB: Margaret Capitano, Margaret Capitano Insurance Agency, Inc.; Sky Pohle, Sierra Pacific Management Co., Inc. Motion Carried

8. GOVERNING BOARD CHAIR PASSES MEETING OVER TO WDB CHAIR

9. APPROVAL OF REVISED WDB BYLAWS

Liz Barber explained that NCCC was directed by EDD, per recent monitoring, to eliminate Section 7 on page two, Designation of a Proxy.

Governing Board Action: Motion – Karm Bains, second – Renick House; Governing Board accepted the Priority of Service Policy as presented. Motion Carried

WDB Action: Motion – Glenn Denno, second – Amy Schmidt; WDB accepted the Priority of Service Policy as presented. Motion Carried

10. DIRECTOR'S REPORT

Cindy Newton reported the RERP and P2E Grants had been monitored on September 24, 2025. There were no findings.

The State will be monitoring both fiscal and program files the week of December 1, 2025.

Statewide Rapid Response was provided to over 900 laid-off Federal Employees.

There are two new grant opportunities. The Employment Training Pathways Program is heavy on employer engagement and will involve a lot of OJT's and WEX's. It is targeted to 18-28 year-olds at risk of long-term unemployment due to their employment being sporadic or they've had difficulty holding a job. It also targets ELL and justice-involved individuals. It is due December 8, 2025. The other grant is High Road Construction Careers. NCCC has been running this program for the past decade through different grant opportunities. The grant has always been State funded, but is now going to be Federally funded through the Department of Transportation. We serve not only our area, but our sister organization, NoRTEC. Butte, Shasta and Tehama counties have participated in the past.

11. FISCAL COMMITTEE REPORT

Glenn Denno reviewed the Summary of Training Expenditure Requirements for Fiscal Year 2024/2025. The 20% formula fund training requirement has been fully met and was actually exceeded by \$143,382.

For Fiscal Year 2025/2026 formula fund allocations are up slightly from \$2.4 million to \$2.7 million. The thirty percent requirement is \$833,586.00 with the 20% formula fund training requirement at \$555,724. To date \$76,000 has been expended in training and we are in our first month of expenditures for the Fiscal Year 2025/2026 formula fund allocations.

The first quarter AJCC expenditures and NCCC expenditures were reviewed and are on track.

12. ESSENTIAL SKILLS WORKGROUP UPDATE

Jacob Holmes gave his first update and asked for input on the direction to take on the current Career Ready Certificate. He is working with the Sutter County ROP Coordinator to get it implemented in all of their ROP classes for the Spring Semester. There were suggestions to align the certificate with the California Standards for Career Readiness, to add a note of how many boxes must be filled to be considered "career ready", to change ninety percent attendance rate to zero unexcused absences, and to add a rating scale to some topics in lieu of a check box.

13. MID VALLEY BUILDING & CONSTRUCTION TRADE COUNCIL PRESENTATION

Karl Pineo, President, provided information on the Mid Valley Building & Construction Trade Council, which covers six counties: Butte, Colusa, Glenn, Plumas, Sutter and Yuba. The council is affiliated with fifteen trade unions and provide apprenticeships, job fairs, and MC-3 programs, with benefits given to Veterans. There was a video presentation on the Sites Reservoir with an update on the project timeline.

14. PROGRAM PERFORMANCE REPORT

Formula Funds: Adult program performance shows enrollments, trainings and wages are all up slightly from last year. Dislocated Worker program shows enrollments and trainings are down slightly from last year, but wages are up. Youth program numbers are up slightly, but the entered employment/education rate is slightly down from a year ago.

Special grants have all been performing well, either meeting or exceeding expected numbers. The RERP and P2E grants have ended.

15. SERVICE PROVIDER PROGRAM UPDATES

Upward Bound/CSU: Heidi Navarro stated their funding is uncertain at this time due to the government shutdown. There are one hundred new students in their program. They had one hundred ninety tutoring appointments and eight workshops in October. They are currently hosting college application workshops, attended yesterday and at least that many expected to attend tomorrow.

Colusa County One Stop/AJCC: There is a new business opening, hoping to employ between 12-13 employees. ILP numbers have doubled to 53 this year. The Fire Academy had seventy-two applicants this year. They will be hosting a Wildfire Academy. Pierce High School College & Career

Day gave them great exposure. She is unsure if they will be able to hold the Volunteer Income Tax Assistance program this year due to the shutdown. They may be holding a nutrition workshop.

Glenn County Community Action Department/AJCC: Yassi Lam announced rapid response services and a workshop were provided to the laid off employees of the Glenn County Medical Center. Willows Eye Care is closing, staff is being relocated to the Corning location. They have been busy with outreach efforts at Princeton High School, GCOE HHSA, Elk Creek and Med Ed Clubs.

Sutter County One Stop/AJCC: Araceli Gonzalez announced there was a job fair held on October 8, 2025, the next one is scheduled for Spring 2026. There is a new program providing workshops at the Sutter County Jail. They will be relocating to a new location at the end of December, and should be back open to the public the middle of January.

Yuba County One Stop/AJCC: Caron Job announced they have some CTE classes that are doing well, and are in the process of developing Class A training to start the beginning of the year. Their CNA class has started, and the welding class is going well. Workshops have been really well attended. They have been providing One-Stop tours to high school students. YCOE is having a hiring event on December 1, 2025, with interviews on site. There will be a multi-county job fair at Yuba College on April 16, 2026. They are working with Windsor One, a new business, to help build career pathways to help with their employment needs.

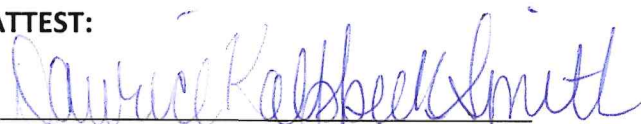
16. OTHER BUSINESS

John Fleming reminded everyone about the retirement celebration for Cindy and Caron on December 11, 2025.

17. ADJOURNMENT

There being no further business, the meeting was adjourned at 3:36 p.m.

ATTEST:



Daurice Kalfsbeek Smith, Chair
Governing Board

APPROVED:

2/19/26

ATTEST:



Lee Bishop, Vice-Chair
Workforce Development Board

APPROVED:

2/19/26