

**NCCC
WORKFORCE DEVELOPMENT BOARD
MINUTES**

August 17, 2023

1. CALL TO ORDER

The meeting was called to order by Workforce Development Board (WDB) Chair John Fleming at 12:00 pm at the Yuba County One Stop in Marysville.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL – Governing Board: Quorum not present; WDB: Quorum present

Governing Board Members Present: Don Blaser

Governing Board Members Absent: Daurice Kalfsbeek Smith, Nick Micheli, Jim Yoder

Workforce Investment Board Members Present: Andre Carrao, Fortino Curiel, Juan Delgado, Tawny Dotson, Ben Felt, John Fleming, Randy Fletcher, Matt Goody, Ron Moore, Lorilee Niesen, Tom Williams

Workforce Investment Board Members Absent: Jeff Armstrong, Gurprit Bains, Lee Bishop, Glenn Denno, Margaret Fernandez, Neil Goforth, Leslie Rubalcava, Brynda Stranix

4. WELCOME

Yuba County One Stop Director Caron Job welcomed everyone and introduced her staff, and current and former participants who spoke about their personal and work experience at the Yuba One Stop.

5. OVERVIEW OF YUBA COUNTY ONE STOP SERVICES

A PowerPoint presentation was given by staff highlighting the variety of program services the One Stop provides to individuals and employers, and the agencies and partners they collaborate with. Yuba One Stop's Counselors and Business Services Representative each spoke about the specific services and the support they each provide to individuals and businesses. They spoke about their outreach efforts to schools, juvenile hall, homeless, veterans and businesses. One Stop staff stated they are making a difference and making the county better one person at a time. Board members applauded Yuba One Stop staff for the good work they do.

6. LUNCH

7. TOUR OF YUBA ONE STOP

Board members were given a tour of the Yuba County One Stop.

8. **RECESS AND RECONVENE AT 2:00PM**
9. **RECONVENE**
10. **ROLL CALL AND WDB QUORUM CONFIRMED**

11. **PUBLIC COMMENT**

There were no comments from the public.

12. **GOVERNING BOARD CHAIR PASSES MEETING OVER TO WDB CHAIR** – Not Applicable

13. **APPROVAL OF MINUTES**

WDB Action: Motion-Randy Fletcher, second-Juan Delgado; WDB approved the minutes of the May 18, 2023 board meeting as presented. *Motion Carried.*

14. **DIRECTOR'S REPORT**

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

- NCCC was awarded \$2,859,240 for an English Language Learner Integrated Education & Training grant. This grant, in collaboration with NCCC education and training providers, will provide vocational training and English as a Second Language classes.
- The High Road Training Partnership Health Care grant that was submitted for almost \$5 million was not funded.

State/Regional/Local Monitoring: NCCC staff conducted fiscal and program monitoring reviews of the AJCCs over the summer. Final monitoring outcomes are forthcoming. The State EDD will conduct a fiscal and program monitoring review of NCCC October 9-13, 2023.

15. **APPROVAL OF NEW GRANT APPLICATION**

- National Dislocated Worker Grant/QUEST II

Cindy Newton addressed the National Dislocated Worker QUEST grant application. Funds from this grant will help AJCC/One Stop staffs work with EDD staff to identify, recruit and provide program services to dislocated workers and long term unemployed. NCCC is requesting \$1 million to serve 90 participants for the grant period of 10/1/2023-9/30/2026.

WDB Action: Motion-Randy Fletcher, second-Ben Felt; WDB approved the QUEST National Dislocated Worker Grant application and authorized the Executive Director to finalize any award to NCCC. *Motion Carried.*

16. **FISCAL COMMITTEE REPORT**

Andre Carrao presented the Fiscal Committee report. A three year Formula funding trend reflected a slight decrease from last year. The funding status of NCCC's special grants was also reviewed. Training expenditures as of June was at 18.41%. NCCC anticipates meeting the

required 20% in training expenditures plus the 10% in leveraged resources. The Fiscal Committee reported no items of concern. Andre Carrao announced that this was his last board meeting as he is moving to Mexico. Staff will send out an email requesting volunteers to replace Andre on the Fiscal Committee.

17. PROGRAM PERFORMANCE REPORT

Planned vs Actual: 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 2022-23 were exceeded except for Dislocated Worker enrollments which were lower due to not as many individuals being laid off. NCCC's special grants projects: The Colusa County Severe Winter Storm grant started in May and has 15 enrollments as of last week. Yuba County Wildfire grant will end August 31 and has been very successful; the QUEST grant started in January and is at 50% of enrollments; the third Pre-Apprenticeship Construction class starts Monday with 23 participants; numbers for the NDWG CAREER, WAF and Equity & Special Populations grants were also reported.

Annual WIOA Federal Performance: Cindy Newton presented NCCC's WIOA Annual Performance for PY 2021-22. These performance measures are what we are evaluated on by EDD and the Department of Labor. The outcomes are based on base wage information collected from the EDD tax system. NCCC exceeded all standards except for the Dislocated Worker Quarter 2 standard. Cindy Newton commended AJCC staffs for their efforts and dedication to their clients.

18. SERVICE PROVIDER PROGRAM UPDATES

Upward Bound (UB): Upward Bound's Director Maria Moreno did not attend today's meeting.

Colusa One Stop/AJCC: Colusa County One Stop Director Angie O'Canas stated that two restaurants recently burned down. Staff has been assisting laid off employees, employees affected by business remodels, and helping businesses with new hires. Staff is preparing for their Fall Job Fair on September 13 from 10:00-2:00. Angie shared success stories about assisting 3 clients – a post released probation from prison, a parolee from county jail and a probationer – with full-time jobs. Staff also assisted an individual gain full-time employment through the Ticket to Work program. Colusa One Stop sponsored 8 students who graduated August 11 from CNA training. Staff assisted 5 individuals get hired as CNAs at Almond View Care Center in Williams.

Glenn County One Stop/AJCC: Glenn County Community Action Manager Yassi Lam said they sponsored 10 students in Medical Assistant training program through GCOE that started August 7 and 7-8 students at Yuba College in medical pathways. Staff will meet next week to discuss the fall session of the YES program. CalPlant, an Ag manufacture in Willows, will permanently close their facility. A majority of the 115 employees were laid off in mid-July; most Glenn and Colusa county residents. Onsite Rapid Response services were provided by staffs from NCCC and its One Stops, NoRTEC AJCCs and EDD. About 80 Rapid Response surveys were collected from the impacted workers. CalPlant is expected to permanently close on July 1, 2024. Johns Manville will temporarily close 9/25-10/5 for maintenance repair. All employees are expected to return to work. Glenn AJCC, along with GCOE and Glenn County Personnel, is planning a Job Fair in October.

A resume workshop and interviewing skills workshop are planned to be held before the event. Several Glenn County agencies are exploring relaunching the Glenn Grows Business Incubator in Orland. GCOE is starting 2 new training programs – Pharmacy Technician and Aviation Pilot. Yassi shared a success story about a CalWORKs Work Experience program client, and she recognized members of her team on their recent promotions and their dedication to serving their clients.

Sutter One Stop/AJCC: Sutter County One Stop Director Rinky Basi thanked Caron Job and her team for their collaboration and for a wonderful One Stop presentation and tour. Staff is working with new students in the allied health programs at Yuba College. 12 students who will begin Pre-apprenticeship training classes next week are going through a Math refresher course prior to beginning their training. Five of those 12 are recent high school graduates. A job fair will be held October 4 in Yuba City. Rinky noted that Sutter One Stop partners include Yuba-Sutter EDC, the Chamber, the Cities and Counties, SBDC in Sacramento and other local agencies. She encouraged business leaders to contact the One Stop for their business needs and if they are not able to help them, they can connect them to someone who can.

Lorilee Niesen handed out flyers for a new 8-week Adult Ed IT Apprenticeship training program, and a Technology Career Summit to be held September 21st, 11:30am-1:30pm at Boyd Hall in Yuba City.

Yuba One Stop/AJCC: Yuba One Stop Director Caron Job spoke about their efforts in sponsoring students in the medical fields at Yuba College and Adventist Health. A new Medical Assistant class just started. New classes will begin as a result of a new grant targeting English as a Second Language learners. Work Readiness classes were held this week as part of the Pre-apprenticeship training beginning next week. An Apprenticeship Fair is being considered to be held in late Winter or early Spring. The One Stop is making rooms available for Costco interviews. A successful Employment and Resource Fair was held on June 29th at the Yuba County Government Center. Yuba One Stop is expanding their partnership with Health & Human Services to help place youth whose parents receive cash aid in Work Experience activities. Two newly hired TEC II counselors will be starting in September.

19. DISCUSSION ON WORKPLACE SOFT SKILLS WORKGROUP

Matt Goody shared that a very successful Construction Trades Day was held in April at the Local 228 facility. Local area high school students attended and all trades were represented. This type of event will continue to be held. Matt Goody commented that due to recent federal and state legislation grants a number of major projects are developing in our region that will bring lots of employment opportunities in the construction trades to our area. It's important to capitalize on this opportunity to get jobs for people in our communities.

A subcommittee was formed to look into soft skills needs, engage local high schools and see what resources are available for employers to hire productive employees. The following individuals will serve on this committee: Ron Moore, Tom Williams, Randy Fletcher, AJCC staff representatives, Bob Eckardt-Director of CTE & ROP.

