

**NCCC
WORKFORCE DEVELOPMENT BOARD
MINUTES**

May 15, 2025

1. CALL TO ORDER

The meeting was called to order by Workforce Development Board Chair John Fleming at 2:04 pm at Colusa Industrial Properties Conference Room in Colusa.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL – Quorum present

Workforce Development Board Members Present: Jeff Armstrong, Cari Berlin, Rainey Cambra, Glenn Denno, Margaret Fernandez, John Fleming, Randy Fletcher, Lorilee Niesen, Leslie Rubalcava, Brynda Stranix, Tom Williams

Workforce Development Board Members Absent: Lee Bishop, Fortino Curiel, Juan Delgado, Jamie Dickerson, Tawny Dotson, Neil Goforth, Matt Goody Steve Ly, Ron Moore, Amy Schmidt

4. WELCOME

5. PUBLIC COMMENT

There were no comments from the public.

6. APPROVAL OF MINUTES

WDB Action: Motion - Glenn Denno, second – Randy Fletcher; WDB approved the minutes of the February 20, 2025 board meeting as presented. Motion Carried

7. DIRECTOR'S REPORT

Cindy Newton reported there were no findings in the monitoring from Sacramento Employment & Training Agency, for the Career National Dislocated Worker Grant.

NCCC is currently in the process of monitoring our sub-recipient's programs. Cheryl will begin fiscal monitoring's soon.

We still do not have allocations for next year. There was a director's call this morning with the state board and EDD. Everyone is expected to be funded. We have a continuing resolution that funds us for 2025/2026. The current administration is going to start reviewing the WIOA programs

8. APPROVAL OF MOU UPDATE

Liz Barber referenced the staff report in the agenda packet that summarized NCCC's Memorandum of Understanding. The effective dates of this MOU are July 1, 2025 through June 30, 2028. Colusa, Glenn, Sutter, and Yuba County AJCCs and required partners have all received the MOU, Infrastructure Funding Agreement (IFA), and Other System Costs (OSC) budget from the NCCC administrative office for review and signature. Submission of the completed MOU, IFA, and OSC documents due to EDD on June 30, 2025. NCCC administrative staff is recommending the NCCC Governing Board and Workforce Development Board approve the MOU timeline as submitted.

WDB Action: Motion – Brynda Stranix, second – Tom Williams; WDB approved the MOU timeline as submitted. *Motion Carried*

9. ACCEPTANCE OF FY 2023/2024 SINGLE AUDIT REPORT

Hiep Pham of Hiep Pham, CPA Inc. presented NCCC's Single Audit Report for the period of July 1, 2023 through June 30, 2024. He stated he issues three audit opinions, the Independent Auditor's Report, Government Auditing Standards and Single Audit Report. The audit was an unmodified, clean report with no material weaknesses, significant deficiencies or instances of noncompliance. Hiep reviewed Financial Statements, Revenues and Expenses and 5-year Trends and Analysis. A couple standard audit adjustments were proposed but nothing out of the ordinary. Hiep Pham thanked Cindy, Cheryl and the rest of the staff for making the audit run efficiently.

WDB Action: Motion - Glenn Denno, second - Lorilee Niesen; WDB accepted the FY 2023/2024 Single Audit Report as presented. *Motion Carried.*

10. APPROVAL OF FISCAL COMMITTEE REPORT

Leslie Rubalcava reported that we are on track for training expenditures, with \$17,810 needing to be spent to meet the \$730,246 requirement. All counties are on track for spending their grant funds.

The budget for the NCCC Admin office expenditures are on track.

NCCC proposal budget for 25/26 was reviewed. The total increase of \$27,134 has to do with the CalPERS UAL Increase, but do to carry-over and new grants we're going to be fine.

WDB Action: Motion – Brynda Stranix, second – Glenn Denno; WDB accepted the Fiscal Committee Report as presented. *Motion Carried.*

11. LORILEE NIESEN, CTE & ADULT EDUCATION DIRECTOR

Presented as the North Central Adult Education Consortia, along with other members.

There are eight agencies within the consortia; Yuba Community College, Woodland Community College, Yuba County Office of Education, Yolo County Office of Education, Colusa County Office

of Education, Sutter County Office of Education, Lake County Office of Education and Woodland Joint Unified School District. It began in 2014 with the passing of AB 86, they are federally funded through WIOA Title II. There are seven program areas in which agencies can offer adult education; Adult Basic Education, Adult Secondary Education, Career Technical Education, English as a Second Language and Citizenship, Workforce Re-entry, Training to Support Child School Success, Progress for Adults with Disabilities, and Pre-apprenticeship.

12. PROGRAM PERFORMANCE

Planned vs Actual Performance: Cindy Newton reviewed NCCC's Planned v Actual Performance for PY 24-25 through March 31, 2025.

Adult: We are exceeding our plan for number of trainings and enrollments, at 98% of plan for entered employment with an entered employment rate of \$27.17.

Dislocated Worker: We are at 100% of our planned enrollments, exceeding plan in training and entered employment, and at 83% of our planned entered employment rate at \$22.88.

Youth: We are still working toward number of employments, but usually get more the last quarter of the year. We are exceeding credentials, entered employment and education rate is at 87%

Storm (Colusa): They've done an excellent job with their projects and expending the funds. Participants should be finishing up this month with a wage of \$21.64.

2024 Severe Winter Storm (Sutter): Six enrollments; Levee Districts 1 & 9, and the County of Sutter are participating in this project.

NDWG Quest: We have well exceeded planned numbers. Some operators have already expended all their funds, others only have a little ways to go.

Pre-Apprenticeship Construction: There is only one more class left to start, it will be for Yuba/Sutter Counties in June. We hope to wrap up this project with getting people placed into the building trades.

RERP: Almost all funds are expended. We've exceeded our numbers in enrollments and trainings and met our target for credentials.

P2E: Almost all funds are expended. We will be tracking remaining participants for their entered employments.

ELL/IET: We still have quite a ways to go. This grant is a little more difficult than other grants. All individuals must participate in vocational training in certain occupations that we elected to do for English Language Learner, and also participate in English as a second language classes.

Young Adult Opportunity Program: We enrolled 82 individuals, at least half have to receive some type of work-readiness workshops. We're already close to our goal in number of trainings, but a little way to go in work-based trainings.

13. SERVICE PROVIDER UPDATES

Colusa County One Stop/AJCC: Angie O'canas reported that Rite Aid has filed for bankruptcy, and will be closing near June 5th. They are working with Children's Services to provide workshops and working with Colusa County Office of Education to provide ESL classes. There will be a probation fair.

Glenn County Community Action Department/AJCC: Yassi Lam reported that are seeing more layoffs. Staff reduction from auto sector, local construction manufacturing laid off 15 employees temporarily. There is still interest in the health care sector. They assisted Glenn County Office of Education with medical assistant cohort.

Sutter County One Stop/AJCC: Bob Eckardt reported they hosted the job fair on April 27th, for 889 jobseekers, and over 40 vendors. They will be expanding space and service for businesses in the future. Their media team is doing a phenomenal job, they have over 8000 followers. They have been providing rapid response to Arden Mills and Highlands Charter.

Yuba County One Stop/AJCC: Caron Job reported that they have had over 5,000 visits the last 3 months. They've developed workshops to help with employer requested job skills. The Youth Employment & Resource Fair will be on May 29th at the new CTE Center. The STEP cohort will be starting in June, an expungement workshop on June 6th, as well as Northstar Digital Literacy workshops.

Upward Bound: Maria Moreno reported they have been very busy with end of year program. The summer program will begin on June 8th. Due to cuts in funding program year 26/27 is slated to be their last.

14. OTHER BUSINESS

Next NCCC Board Meeting: August 21, 2025 at a location to be determined.

17. ADJOURNMENT

There being no further business, the meeting was adjourned at 3:48 pm.

ATTEST:



Lee Bishop, Vice Chairperson
Workforce Development Board

APPROVED ON:

