

**NCCC  
GOVERNING BOARD  
MINUTES**

June 26, 2023

**1. CALL TO ORDER**

The meeting was called to order by Governing Board Chair Nick Micheli at 2:30 pm at the NCCC Administration Office in Yuba City.

**2. ROLL CALL – Quorum present**

**Governing Board Members Present:** Don Blaser, Nick Micheli, Daurice Kalfsbeek Smith  
**Governing Board Members Absent:** Jim Yoder

**3. PUBLIC COMMENT**

There were no comments from the public.

**4. APPROVAL OF MINUTES**

**Board Action:** Motion-Daurice Kalfsbeek Smith, second-Don Blaser; Governing Board approved the minutes of the February 16, 2023 board meetings as presented. Motion Carried by roll call vote.

**5. WORKFORCE DEVELOPMENT BOARD APPOINTMENTS**

**Board Action:** Motion-Don Blaser, second-Daurice Kalfsbeek Smith; Governing Board appointed the following individuals to the WDB: Juan Delgado, Board Member with California Human Development; Gurprit Bains, Founder/President of Freedom Home Health & Hospice; and Randy Fletcher, Board Member with Farm West Insurance. Also, the Governing Board reappointed Brynda Stranix and Jeff Armstrong to the Workforce Development Board with new terms commencing July 1, 2023.  
Motion Carried by roll call vote.

**6. NCCC WORKFORCE DEVELOPMENT BOARD RECERTIFICATION PYs 2023-2025**

Cindy Newton stated WIOA requires the Governor to recertify local workforce areas and their respective workforce development board every two years. A Local Board must have performed successfully, sustained fiscal integrity, and met membership requirements to receive recertification. With the newly appointed and reappointed WDB members we have a full WDB composition. NCCC has met all three requirements to submit the Application for Local Area Designation and Local Board Recertification to the State.

**Board Action:** Motion-Daurice Kalfsbeek Smith, second-Don Blaser; Governing Board approved the Application for Local Area Designation and Local Board Recertification for submission to the State. Motion Carried by roll call vote.

## **7. APPROVAL OF NEW GRANT APPLICATIONS**

### ▪ SEVERE WINTER STORM NDWG

Liz Barber presented the 2022 Severe Winter Storm NDWG grant application. Only Colusa County has elected to participate in this grant. Colusa County AJCC will work with the Cities of Colusa and Williams, Reclamation District 108, Colusa County Fairgrounds and Colusa County Water District to recruit dislocated workers to participate in temporary jobs. NCCC is requesting \$900,000 to serve 30 participants for the grant period 5/1/2023-6/30/2025.

### ▪ ENGLISH LANGUAGE LEARNER INTEGRATED EDUCATION & TRAINING

Cindy Newton presented the English Language Learner Integrated Education & Training (ELL IET) grant application. All four counties are participating in this project and it will incorporate Vocational English as a Second Language (VESL). This program will focus on career exploration and providing VESL in a chosen career. Training will be provided in the Healthcare, Leisure & Hospitality, and Manufacturing & Transportation industries for various occupations. NCCC is requesting \$3,435,003 to serve 260 participants for the grant period of 7/1/2023-6/30/2027.

### ▪ HIGH ROAD TRAINING PARTNERSHIP (H RTP) – HEALTH CARE

Cindy Newton presented the High Road Training Partnership (H RTP) Health Care grant application. Funds from this grant will be used to develop new vocational trainings and expand existing trainings in the Health Care industry. NCCC is requesting \$4,894,382 to serve 520 participants for the grant period of 1/1/2024-12/31/2027.

**Board Action:** Motion-Don Blaser, second-Daurice Kalfsbeek Smith; Governing Board approved the 2022 Severe Winter Storm NDWG, ELL IET and H RTP Health Care grant applications and authorized the Executive Director to finalize any award to NCCC. Motion Carried by roll call vote.

## **8. ACCEPTANCE OF FY 2021/2022 SINGLE AUDIT REPORT**

NCCC Fiscal Officer Cheryl Baxter presented NCCC's Single Audit Report for the period of July 1, 2021 through June 30, 2022. The audit was an unmodified, clean report with no findings, deficiencies or instances of noncompliance.

**Board Action:** Motion-Daurice Kalfsbeek Smith, second-Don Blaser; Governing Board accepted the FY 2021/2022 Single Audit Report for NCCC. Motion Carried by roll call vote.

**9. APPROVAL OF FISCAL COMMITTEE REPORT**

Cheryl Baxter reviewed NCCC’s Fiscal Committee Report.

*Training Requirement:* Training expenditures were reviewed and found to be on track for this program year at 20.3%.

*FY 2023/2024 NCCC Administration Budget and WDB/Governing Board Budget:* The projected budget allocations for FY 2023/24 were reviewed which included projected carry over, estimated formula funds and new grants and/or increase requests. The proposed NCCC Administration Budget and WDB/Governing Board Budget was presented with a combined total of \$903,480.

*Board Action:* Motion-Daurice Kalfsbeek Smith, second-Don Blaser; Governing Board approved NCCC’s FY 2023/2024 Administration Budget and WDB/Governing Board Budget as presented in the Fiscal Committee Report. *Motion Carried by roll call vote.*

**10. CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION (GOV. CODE §54957) TITLE: EXECUTIVE DIRECTOR**

**11. REPORT OUT IN OPEN SESSION**

Nick Micheli announced that in closed session the Governing Board voted unanimously to increase NCCC Executive Director Cindy Newton’s salary to \$150,000.

**12. OTHER BUSINESS**

*Next Board Meeting:* The next joint NCCC Board meeting will be August 17, 2023, at 2:00 pm at the Yuba County One Stop in Marysville. On that day a lunch meeting will take place at noon where board members will learn about the One Stop Center’s function and take a tour of the facility.

There were no other matters brought before the Governing Board.

**13. ADJOURNMENT**

There being no further business, the meeting was adjourned at 3:40 pm.

**ATTEST:**

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Nick Micheli, Chair  
Governing Board

**APPROVED ON:** \_\_\_\_\_