

**NCCC
GOVERNING BOARD
MINUTES**

November 27, 2023

1. CALL TO ORDER

The meeting was called to order by Governing Board Vice Chair Daurice Kalfsbeek Smith at 10:00 am at the NCCC Administration Office in Yuba City.

2. ROLL CALL – Quorum present

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

3. PUBLIC COMMENT

There were no comments from the public.

4. APPROVAL OF MINUTES

Board Action: Motion-Jim Yoder, second-Don Blaser; Governing Board approved the minutes of the June 26, 2023 board meeting as presented. *Motion Carried.*

AMENDMENT TO AGENDA

Board Action: Motion-Jim Yoder, second-Don Blaser; Governing Board amended the agenda and added the Director's Report as agenda item 4.b. *Motion Carried.*

4.b. DIRECTOR'S REPORT

Cindy Newton introduced NCCC staff to the Board.

State/Regional/Local Monitoring: EDD conducted a fiscal and program review of NCCC and its One Stop Career Centers the week of October 9-13. Youth program service provider files were reviewed. No fiscal or program findings were cited.

Workforce Development Board (WDB) Recertification & High Performing Board Certification: NCCC's Local WDB has been recertified by the State for Program Years 2023-24 and 2024-25. Cindy Newton noted there currently are private sector vacancies on the WDB due to the recent passing of Ben Felt, the retirement of Andre Carrao and the indefinite leave of Margaret Fernandez. There will be one vacancy open after the Governing Board's action on two membership applications on today's agenda.

NCCC's WDB has been certified as a high performing board for the period of July 1, 2023 through June 30, 2026.

5. WORKFORCE DEVELOPMENT BOARD APPOINTMENTS

Board Action: Motion-Jim Yoder, second-Don Blaser; Governing Board appointed the following individuals to the WDB: Priti Kumar, with Kumar Hotels Inc.; and Jamie Dickerson, Vice President of Human Resources with Sunsweet Growers Inc. Motion Carried.

6. APPROVAL OF NEW GRANT APPLICATIONS

▪ QUEST II

Cindy Newton presented the QUEST II NDWG grant application. In this project NCCC AJCC One Stops will work with EDD to identify and recruit dislocated workers including long term unemployed to provide career services, supportive services, vocational training and work-based training. The application requests \$1,000,000 to serve 90 individuals for the grant period 10/1/2023-9/30/2026.

▪ STUDENT TRAINING & EMPLOYMENT PROGRAM (STEP)

Cindy Newton presented the STEP grant application. NCCC AJCC One Stops will work with Department of Rehabilitation (DOR) staff to identify and recruit disabled in-school youth to provide work readiness skills training and paid work experience. NCCC is requesting \$750,000 to serve 70 participants for the grant period of 1/1/2024-12/32/2025.

Board Action: Motion-Jim Yoder, second-Don Blaser; Governing Board approved the QUEST II and STEP grant applications and authorized the Executive Director to finalize any award to NCCC. Motion Carried

Cindy Newton stated that both grants have been awarded to NCCC.

7. AUTHORIZATION TO COMPETITIVELY PROCURE ONE STOP OPERATORS & SPECIAL YOUTH PROGRAM PROVIDERS FOR WIOA SERVICES

WIOA requires that local WDBs competitively procure Adult, Dislocated Worker and Youth One Stop Operators as well as a Special In-School Youth Program Provider every four years. Liz Bosley outlined a tentative timeline of NCCC's RFP process. The RFP would be released February 26th and close March 29th. Board action/approval of proposals would occur May 16th. The contract period for this RFP is July 1, 2024-June 30, 2025 with the possibility of a 2nd, 3rd, and 4th year contract extension.

Board Action: Motion-Jim Yoder, second-Don Blaser; Governing Board approved the RFP Timeline and authorized NCCC staff to perform timeline activities for the procurement of One Stop/AJCCC Providers and Special In-School Youth Provider for Colusa, Glenn, Sutter and Yuba Counties for PY 2024-25. Motion Carried.

8. APPROVAL OF FISCAL COMMITTEE REPORT

Training Expenditure Requirement: Cheryl Baxter reviewed the Summary of Training Expenditure Requirements for the PY 2022-23 allocations. As of 9/30/23 NCCC was on track to meet the 20% training expenditure requirement and has met it for last year's allocation.

9. OTHER BUSINESS

2024 Board Meeting Schedule: The 2024 board meeting schedule was provided to members.

Next Board Meeting: The next joint NCCC Board meeting will be February 15, 2024 at a location to be determined.

There were no other matters brought before the Governing Board.

10. ADJOURNMENT

There being no further business, the meeting was adjourned at 10:43 am.

ATTEST:



Daurice Kalfsbeek Smith, Vice Chair
Governing Board

APPROVED ON: 3/01/24