

**NCCC
WORKFORCE DEVELOPMENT BOARD
MINUTES**

May 16, 2024

1. CALL TO ORDER

The meeting was called to order by Workforce Development Board (WDB) Chair John Fleming at 2:00 pm at Sutter County Superintendent of Schools Board Room.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL – Quorum present

WDB Members Present: Jeff Armstrong, Lee Bishop, Fortino Curiel, Juan Delgado, Glenn Denno, Jamie Dickerson, Dr. Tawny Dotson, John Fleming, Randy Fletcher, Neil Goforth, Rainey Kalfsbeek, Ron Moore, Lorilee Niesen, and Leslie Rubalcava.

WDB Members Absent: Gurprit Bains, Cari Berlin, Matt Goody, Priti Kumar, Amy Schmidt, Brynda Stranix, and Tom Williams.

4. WELCOME

Everyone was welcome and thanked for attending. Chairman John Fleming asked any new members to give a quick introduction to the board; Jamie Dickerson, Rainey Kalfsbeek and Juan Delgado each stood and introduced themselves.

5. PUBLIC COMMENT

There was no public comment.

6. APPROVAL OF MINUTES

WDB Action: Motion – Randy Fletcher, second - Juan Delgado; WDB approved the minutes of the February 15, 2024 board meeting as presented. *Motion Carried*

7. DIRECTOR’S REPORT

Cindy Newton presented the following Director’s Report:

- There were two grant applications that were approved at the February 15th board meeting; Breaking Barriers, and Opportunity Young Adult Career Pathway Program.

NCCC did not receive funding for the Breaking Barriers grant, but was awarded \$1,840,500.00 for the Opportunity Young Adult Career Pathway Program.

- NCCC has been allocated \$344,000 for Formula Adult, Dislocated Worker and Youth Grants. There is a 14% increase in adult, a 3.45% increase in Dislocated Worker and 10.5% increase in Youth funding. Allocations for each county is based on their unemployment rates, we are waiting for information from the state to see how their allocations are affected.

8. APPROVAL OF 2024 RFP FUNDING RECOMMENDATIONS FOR ONE STOP OPERATORS AND SPECIAL YOUTH PROVIDERS

Proposals were received from the following agencies:

Colusa County One-Stop Partnership – Colusa County AJCC
Glenn County Health & Human Services Agency – Glenn County AJCC
Sutter County Superintendent of Schools – Sutter County AJCC
Yuba County Office of Education – Yuba County AJCC
CSU, Chico Upward Bound Program – In-School Youth Provider (all counties)

Proposals were reviewed for viability and a cost analysis was conducted. All proposals were recommended for funding and a sole source justification is appropriate as competition was determined inadequate based upon receipt of only one proposal for each county and only one proposal for the Special In-School Youth Provider.

WDB Action: On a motion by Randy Fletcher, seconded by Leslie Rubalcava, the WDB approved the above bidders to be awarded funding and authorized the NCCC Executive Director to negotiate contracts. *Motion Carried.*

9. APPROVAL OF FISCAL COMMITTEE REPORT

Glenn Denno reviewed NCCC's Fiscal Committee Report.

Training Requirement: Training expenditures were reviewed and found to be on track for this program year at 28.8%.

FY 2023/2024 NCCC Administration Budget and WDB/Governing Board Budget: The projected budget allocations for FY 2024/2025 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 \$955,419.

WDB Action: On a motion by Juan Delgado, seconded by Lorilee Niesen, the WDB approved NCCC's Administration Budget and the WDB/Governing Board Budget for FY 2024/2025 as presented in the Fiscal Committee Report. Motion Carried.

10. ACCEPTANCE OF FY 2022/2023 SINGLE AUDIT REPORT

Hiep Pham of Hiep Pham, CPA Inc. presented NCCC's Single Audit Report for the period of July 1, 2022 through June 30, 2023. Hiep Pham stated the audit issues three 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 a 5-year Trends and Analysis. Several standard audit adjustments were proposed but nothing out of the ordinary. Hiep Pham thanked Cindy and Cheryl for making the audit run very efficiently.

WDB Action: Motion-Randy Fletcher, second-Tawny Dotson; WDB accepted the FY 2022/2023 Single Audit Report as presented. Motion Carried.

11. COLUSA INDUSTRIAL PROPERTIES PRESENTATION

The presentation was given by WDB member Rainey Kalfsbeek, CFO of Colusa Industrial Properties. CIP is an industrial park located outside of Colusa on Highway 20 that has provided and continues to provide commercial development to several, mostly agri-business, companies. Their services include property development, waster water management, and property management. Beside the industrial property CIP has subsidiary companies; Tor Broadcasting, Colusa Landing, and Butte Creek Farms.

12. PROGRAM PERFORMANCE REPORT

Cindy Newton updated the board on 3rd Quarter Program Performance.

Adult Program: Enrolled, training, and wage are up.

Dislocated Worker: Decline in numbers due to less people being laid off from jobs.

Youth: Doing well, less participants being served due to allocations being down.

NDWG 2023 Severe Winter Storm (Colusa Only): Ahead of planned enrollment and spending.

NDWG Quest: Counties have exceeded their enrollments and numbers in training.

Pre-Apprenticeship Construction: Doing well.

NDWG Career: Have exceeded numbers in trainings and entered employment.

WAF Homeless to Hopeful 2.0: Have met numbers except in training.

Prison to Employment: Exceeding numbers.

Regional Equity and Recovery Partnerships: Enrollments have started.

13. NCCC WIOA PERFORMANCE PY 22-23

Cindy Newton presented NCCC's WIOA Annual Performance for PY 2022-23. 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 achieved all standards.

14. SERVICE PROVIDER PROGRAM UPDATES

Upward Bound (UB): Director Maria Moreno thanked the board for approving their funding and reported they have started job development for the summer program. They will serve 175 students over summer. Seniors will be taken on college campus tours. Current seniors have been receiving college acceptance letters.

Colusa One Stop/AJCC: Director Angie O'Canas reported they have been providing services through outreach in the community by attending resource fairs, CCOE hiring events with staff on hand to help with resumes and more, probation fair, job fair in Williams. They have a CNA cohort beginning. They have reached out to provide services to a new Carl's Jr in town. The Independent Living Program has ended. They are providing college tours this summer as well as have a float in the Colusa County Fair Parade. They had TJC participants hired permanently by County of Colusa and Colusa Fairgrounds.

Glenn County One Stop/AJCC: Community Action Manager Yassi Lam reported they have had participants graduating from their Healthcare Pathway program as well as truck driving program. Their job fair in April was successful and the May job fair is pending. They've been attending community outreach events. They've been impacted by job closings in surrounding counties and have been providing rapid response services. Glenn County Office of Education is hosting career discovery camps.

Sutter County One Stop/AJCC: Director Rinky Basi reported they have been focusing on youth recruitment. There was a large response to their job fair, will need to move to the fairgrounds next year. They are providing rapid response services to employees of the Rite Aid Distribution Center. Nursing graduation is May 17th, they are recruiting for the next class.

Yuba One Stop/AJCC: Gail Manley reported they are developing relationships with schools to target youth for new grants, CTE programs in the high schools, working with at-risk youth. There is a focus on wellness and support Alcove Center, they've obtained funding for a case manager opening in July. The pre-apprenticeship program went well with all 9 participants graduating. The City of Marysville needs work experience, they'll be providing 3 participants.

15. OTHER BUSINESS

Joe Hendrix, with Sutter County Office of Education, gave a presentation on the partnership agreement for College and Career Access Pathways for dual enrollment. The board was asked for suggestions on pathways. Some suggestions were: mathematic application, business pathways, AI, cnc machines, robotics, personal finance, political pathways, EDD Regional Labor Market Info.

The next board meeting is scheduled for Thursday, August 15, 2024. The location is to be determined.

16. ADJOURNMENT

There being no further business, the meeting was adjourned at 3:57 pm.

ATTEST:



John Fleming, Chair
Workforce Development Board

APPROVED ON: 8-15-2024