

NORTEC
WDB AND GOVERNING BOARD AGENDA
THURSDAY AUGUST 26, 2021
10:00 AM – 12:00 PM

Join Zoom Meeting:
<https://us02web.zoom.us/j/89723657957>

Dial by your location
+1 669 900 9128 US (San Jose)
Meeting ID: 826 4131 7030

Our Vision

Partners combining their diverse strengths to support healthy and thriving communities.

Our Mission

To develop strategic partnerships that meet the workforce needs of businesses and job seekers, promoting the economic growth of our region.

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF AGENDA (ACTION)

Recommended Action:

WDB approval of the agenda, with revisions if needed, as posted.

Governing Board approval of the agenda, with revisions if needed, as posted.

IV. PUBLIC COMMENT

Members of the public will be invited to make brief comments regarding any aspect of NoRTEC business.

V. WORKFORCE DEVELOPMENT BOARD APPOINTMENTS (INFORMATION)

NoRTEC currently has four openings on the Workforce Development Board. Two are At-Large Private Industry seats, the third is a Private Industry seat for Del Norte County, and the remaining seat is an At-Large seat representing Organized Labor.

COVID has made it extremely difficult for staff to recruit appropriate nominees for the open seats. There are no nominations for this meeting, but staff are working to secure nominations for all seats by the January 2022 quarterly meeting.

VI. CONSENT AGENDA (ACTION)

In order to assure that an in-depth review of the Program and Finance Reports occurs on a regular basis, these reports are reviewed on an alternating schedule. The Finance Reports are normally reviewed during the October and April meetings, and Program Reports are reviewed during the January and August meetings. Due to COVID and

NoRTEC's temporary move to virtual meetings, both the Program and Finance reports have been placed on the Consent Agenda for this meeting.

Click on the link for each item below to view the full document:

1. [WDB/Governing Board Meeting Minutes, April 22, 2021](#)

Click on the link above for access to the minutes from the April meeting.

2. [Program Report](#)

This report contains routine information on performance and service to job seekers and employers.

On-site monitoring visits were completed by the end of June 2021. There were no findings at AFWD or the Job Training Center, but there was one finding at Smart in Siskiyou County regarding employer reimbursement under an OJT contract (see report for details). The amount to be repaid is less than \$200, and Smart will be working with the new employee to ensure the same thing does not happen again.

On the report, Item C.3. on page 2 provides information on performance for the program year ending on June 30, 2021. As noted in the report, NoRTEC appears to have met all Adult program performance benchmarks, four of the five benchmarks under the Dislocated Worker program, and four of the five benchmarks in the Youth program.

It should also be noted that the Job Training Center appears to have met all benchmarks in all three programs.

Final performance based upon the SAM regression model will not be provided to NoRTEC until the end of the calendar year (December 31, 2021). See the report for additional details, but until the final regression model is provided, NoRTEC cannot provide final performance for itself or the programs. It is anticipated, however, that NoRTEC will likely meet the minimum requirements for WIOA performance and if this is the case, staff do not believe sanctions should be levied against service providers that did not meet one or more performance benchmarks.

The Program Committee has reviewed the information and recommends approval of the Program Report to the WDB and Governing Board.

3. [Financial Report](#)

This quarter's report provides routine information on available funding and expenditures for the program year that recently ended (July 1, 2020 – June 30, 2021).

On-site fiscal monitoring reviews have been conducted on all three Service Providers. There were no findings at AFWD or the Job Training Center. At SMART, there was a finding with respect to noncompliance with NoRTEC's On-the-Job Training (OJT) Policy. An employer reimbursement for the OJT contract for the amount of \$2,193 had to be recategorized and charged to non-WIOA funds. SMART staff also submitted a corrective action plan outlining how new procedures are being implemented to ensure compliance with the policy in the future.

There are no items of concern on the quarterly reports or with other committee agenda items.

The Finance Committee has reviewed the information and recommends approval of the Financial Report to the WDB and Governing Board.

Recommended Action:

WDB approval of the consent agenda reports.

Governing Board approval of the consent agenda reports.

VII. **NORTEC STRATEGIC GOALS (INFORMATION)**

A. **Strategic Goal #4 – Increase Awareness of NoRTEC Activities, Fostering Regional Awareness and Partnerships**

A Grow Manufacturing Initiative (GMI) panel of industry leaders and HR professionals will provide information on the current challenges of recruitment, retention, and finding skilled employees for the manufacturing sector. The panel will share examples of solutions and initiatives that address the skilled workforce shortage and how the collaborative efforts of GMI plans to address the workforce challenge moving forward.

Panel members will include NoRTEC WDB members Wade Meith and Megan Enyeart, along with Todd Jones of the Shasta EDC.

In addition to the panel discussion, GMI will also share a few of the recently completed manufacturing tours videos developed over the last few months.

B. **Strategic Goal #4 – Increase Awareness of NoRTEC Activities, Fostering Regional Awareness and Partnerships**

Amy Velazquez from the Alliance for Workforce Development (AFWD), will provide a brief update on the prison closure in Susanville.

VIII. **PY 2021/2022 FUNDING (INFORMATION)**

NoRTEC currently has \$22,134,738 in available funds for the 2021/2022 program year. An additional \$299,999 for Severe Storms 2019, \$1,200,000 for August Fire NDWG, \$800,000 for September Fire NDWG, and \$750,000 may be allocated incrementally by the State. If all funds are allocated, NoRTEC will have \$25,184,737. This is a decrease of \$6,280,152 over 2020/2021 Program Year funding. This decrease is the result of a reduction in funding for PY 21/22 Adult, Youth, Dislocated Worker and Rapid Response as well as the completion and near completion of various grant-funded projects.

Project	PY 2021/2022 Funds Available	Additional Funds Requested/ Pending Allocation	Total
Adult	\$3,062,049	\$0	\$3,062,049
Youth	\$3,148,831	\$0	\$3,148,831

Dislocated Worker	\$2,440,431	\$0	\$2,440,431
Rapid Response	\$601,989	\$0	\$601,989
Rapid Response – Layoff Aversion	\$183,029	\$0	\$183,029
CA Manufacturing (CMTC)	\$94,975	\$0	\$94,975
Severe Storms 2019	\$833,560	\$299,999	\$1,133,559
Carr Fire 2018	\$558,577	\$0	\$558,577
Camp Fire Workforce Development	\$3,660,739		\$3,660,739
Camp Fire Temporary Jobs	\$4,163,237		\$4,163,237
Prison to Employment Direct Services	\$550,533	\$0	\$550,533
Prison to Employment Supportive Services	\$824,006	\$0	\$824,006
Slingshot 3.0 Regional Planning	\$198,086	\$0	\$198,086
Corona Temporary Jobs NDWG	\$621,211	\$0	\$621,211
August Fire NDWG	\$389,639	\$1,200,000	\$1,589,639
September Fire NDWG	\$500,000	\$800,000	\$1,300,000
High Performing WDB	\$3,846	\$0	\$3,846
Slingshot 4.0	\$300,000	\$0	\$300,000
Lassen CCC Closure	\$0	\$750,000	\$750,000
TOTAL	\$22,134,738	\$3,049,999	\$25,184,737

IX. STATUS OF FUNDING APPLICATIONS (INFORMATION/ACTION)

A. Prior Approval

At the April 2021 meeting, staff requested permission to apply for \$500,000 to assist workers affected by the closure of the California Department of Corrections and Rehabilitation (CDCR) facility in Susanville. AFWD, the provider of WIOA services in Lassen County, will work with the affected workers, CDCR management, and Lassen County to assist the employees with new jobs, including helping those who may have to relocated to take a similar job at another state facility. This motion passed, but during the application process with the State for the funding, new developments made it apparent that our request was less than we would need. Staff are now requesting an increase in the amount NORTEC requests from \$500,000 to \$750,000.

Recommended Action:

WDB approval for staff to request up to \$750,000 of Dislocated Worker funds from the State of California to assist workers affected by this closure.

Governing Board approval for staff to request up to \$750,000 of Dislocated Worker funds from the State of California to assist workers affected by this closure.

B. New Applications

Wildfires are again plaguing the western United States. Northern California is, once again, being hit particularly hard. The Dixie Fire, currently burning in Plumas, Butte, Tehama, and Lassen Counties, is now the second largest fire in California’s history and has resulted in several evacuation orders, particularly in Plumas County (the

town of Greenville was destroyed). The Monument Fire in Trinity County and the McFarland fire in Shasta, Tehama, and Trinity Counties have also resulted in evacuation warnings and orders throughout the region.

It will be several weeks before the damage can be properly assessed, but staff are requesting preliminary permission to request up to \$1,000,000 of assistance from the State for each of these fires.

Recommended Action:

WDB approval for staff to request up to \$1,000,000 for each of the fires, after damage is assessed, from the State of California to assist workers affected by this disaster.

Governing Board approval for staff to request up to \$1,000,000 for each of the fires, after damage is assessed, from the State of California to assist workers affected by this disaster.

X. **OLD BUSINESS (INFORMATION)**

Old Business items may be brought up for discussion at the pleasure of the NoRTEC WDB/Governing Board members.

XI. **NEW BUSINESS (INFORMATION)**

A. **Upcoming WDB/Governing Board Meeting**

The October 28, 2021, WDB/Governing Board meeting is scheduled from 10:00 am – 2:00 pm at the Canyon Oaks Country Club in Chico (if necessary, this meeting will be held remotely).

B. **Other New Business**

Additional New Business items may be brought up for discussion at the pleasure of the NoRTEC WDB/Governing Board members.

XII. **ADJOURNMENT**