NORTEC
WDB AND GOVERNING BOARD AGENDA
THURSDAY, AUGUST 24, 2023
10:00 AM – 2:00 PM
GAIA HOTEL AND SPA
ANDERSON, CA

Additional remote sites are available for meeting attendance by the public:

115 Montgomery, Crescent City, CA 95531

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. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. 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.

V. PUBLIC COMMENT

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

VI. WORKFORCE DEVELOPMENT BOARD APPOINTMENTS (ACTION)

Currently, there are two vacancies on the NoRTEC Workforce Development Board. Linda Hoag resigned from a CalWORKs/TANF seat, and Jeff Ochs resigned from an Adult Education seat. A nomination has been secured for the CalWORKS/TANF seat:

A. CalWORKS/TANF Seat

The Siskiyou County Administrative Officer nominated Patricia Barbieri to fill a CalWORKs/TANF seat on the NoRTEC Workforce Development Board. Ms. Barbieri is the Siskiyou County Social Services Division Director.

- Application
- Nomination

Recommended Action:

Governing Board appointment of Patricia Barbieri to fill a CalWORKs/TANF seat on the NoRTEC Workforce Development Board.

VII. CONSENT AGENDA

These reports are reviewed alternatingly to ensure an in-depth review of the Program and Finance Reports occurs regularly. The Finance Reports are typically reviewed during the October and April meetings, and Program Reports are reviewed during the January and August meetings. The minutes from the previous quarterly meeting are also included on the consent agenda.

A. WDB/Governing Board Meeting Minutes, April 27, 2023

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

B. Financial Report

This quarter's report provides routine information on available funding and expenditures for the program year July 1, 2022 – June 30, 2023.

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, with revisions if needed, as posted.

Governing Board approval of the consent agenda, with modifications if required, as published.

VIII. PY 2023/2024 FUNDING (INFORMATION)

NoRTEC currently has $14,272,518 in available funds for the 2023/2024 program year. An additional $60,000 for CA Manufacturing, $30,000 for MCTC SBTAP, $3,075,284 for 2021 Wildfires Temporary Jobs, $2,578,717 for 2021 Wildfires Workforce Development and $1,840,000 for 2023 Severe Storms funding may be allocated incrementally by the State. If all funds are allocated, NoRTEC will have $21,856,519. This is a decrease of $3,765,386 over PY 2022/2023 funding. This

decrease is the result of the completion and near completion of various grant-funded projects and a decrease of 10% for the regular allocated funding.

Project	PY 2023/2024 Funds Available	Additional Funds Requested/ Pending Allocation	Total
Adult	$2,846,491	$0	$2,846,491
Youth	$2,863,417	$0	$2,863,417
Dislocated Worker	$2,205,885	$0	$2,205,885
Rapid Response	$632,126	$0	$632,126
Rapid Response – Layoff Aversion	$113,377	$0	$113,377
CA Manufacturing (CMTC)	$22,788	$60,000	$82,788
CMTC Small Business Tech Asst. Program	$0	$30,000	$30,000
August Fire NDWG	$414,282	$0	$414,282
September Fire NDWG	$192,095	$0	$192,095
2021 Wildfires Temporary Jobs	$1,239,747	$3,075,284	$4,315,031
2021 Wildfires Workforce Development	$608,244	$2,578,717	$3,186,961
RERP Initiative	$500,000	$0	$500,000
Susanville CCCR Closure Response	$931,643	$0	$931,643
RPI 5.0	$59,193	$0	$59,193
Prison to Employment 2	$489,055	$0	$489,055
2023 Severe Storms	$654,175	$1,840,000	$2,494,175
Quest Disaster Recovery	$500,000	$0	$500,000
TOTAL	**$14,272,518**	**$7,584,001**	**$21,856,519**

IX. PROGRAM REPORT

A. Program Monitoring

Site visits were completed with NoRTEC's Service Providers from March – June 2023. The results of the reviews will be shared with members at the October 2023 quarterly meeting.

B. State/Federal Monitoring

The State conducted a compliance review NoRTEC for the Summer 2021 Wildfires NDWG in April 2023. The final report has been received, and there were no findings.

C. Universal Services, Client Enrollment, and Contract Performance

1. Universal Services Tracking: Career Center Visits

The Workforce Innovation and Opportunities Act (WIOA) provides "universal services," meaning anyone who walks in the door may access basic

services without enrolling in the WIOA program. This includes "self-services" such as job postings, labor market information, computer access, etc., that do not require much staff attention. NoRTEC's Service Providers track the total number of visits, as well as the number of unique visitors. The report in the link above shows the number of visits for all four quarters of PY 2022-2023 (July 1, 2022 – June 30, 2023). Our providers recorded 16,761 unique individuals accessing our services during the program year. This is slightly lower than the previous program year (16,958).

2. Job Seekers Enrolled in the WIOA Program: Enrollments

   The number of individuals enrolled in each program in each county in the consortium can be accessed by clicking on the above link. During the program year, 1,450 participants were enrolled in the Adult, Dislocated Worker, Youth, Megafire NDWG, COVID-19 NDWG, August 2020 Wildfires NDWG, September 2020 Wildfires NDWG, Summer 2021 Wildfires NDWG, Dixie Fire Additional Assistance, and 2023 Severe Storms NDWG programs.

3. WIOA Service Provider Contract Performance: Adults, Dislocated Worker, and Youth

   NoRTEC just completed the first year of a two-year cycle of negotiated performance goals. NoRTEC is evaluated in the following areas:

   - Employment or Education Rate in the 2nd Quarter after Exit
   - Median Earnings in the 2nd Quarter after Exit
   - Employment Rate in the 4th Quarter after Exit
   - Credential Attainment Rate in the 4th Quarter after Exit
   - Measurable Skill Gains during the program year

   Due to the lag time and utilization of a statistical adjustment model (SAM), we cannot compute our final performance for this program year until data for 2022/2023 is "certified" by the State and submitted to the Department of Labor.

   In the preliminary report for the 2022/2023 program year, NoRTEC is meeting all the performance measures. Service providers are missing performance in the following areas:

   Adult – NoRTEC is meeting all the performance measures. AFWD is meeting all the performance measures. Job Training Center is missing the Measurable Skills Gain (actual 68.96%, goal 77%). Smart is missing the Credential Rate Q4 After Exit (actual 77.78%, goal 78%).

   Dislocated Worker – NoRTEC is meeting all the performance measures. AFWD is missing Credential Rate Q4 After Exit (actual 77.14%, goal 79%). Job Training Center is missing Employment Rate Q4 After Exit (actual 68.75%, goal 77%). Smart is meeting all the performance measures.

Youth – NoRTEC is meeting all the performance measures. AFWD is missing Employment Rate or Education Rate Q2 After Exit (actual 73.42%, goal 75%). Job Training Center and Smart are meeting the performance measures for youth.

While these numbers are preliminary, and the final performance information has yet to be available, NoRTEC will likely meet the performance requirements for PY 2022/2023. The final performance information will be reported at the WDB/Governing Board meeting after the results have been certified.

NoRTEC is not planning sanctions for AFWD, Smart, or Job Training Center until receiving the final performance numbers.

D. Customer Satisfaction Survey: Results

In addition to monitoring performance, NoRTEC wants to ensure that the needs of our clients are met helpfully and professionally. To that end, NoRTEC created a survey to measure customers' satisfaction with accessing our centers. Walk-in clients are offered a survey at the AJCC, either online or through a paper survey. Of the more than 1,351 surveys received, the results were positive from walk-in clients, enrolled clients, and employers.

E. Plant Closure Update: Closures/Layoffs

From July 1, 2022, through June 30, 2023, 88 businesses laid off 995 employees. This is significantly less than the previous program year, in which 157 businesses laid off 2,144 employees.

NoRTEC service providers provide rapid response and dislocated workers services as needed.

F. Headline Program Reports

Members are encouraged to read the Community Coordinator Reports. These reports are prepared to inform interested members of the events and happenings in their respective counties. These reports are also full of job seeker success stories. In addition to reviewing the report highlights summarized below, please take a moment to review these success stories. Our Service Providers have helped many individuals make essential changes in their lives!

Alliance for Workforce Development (Butte County)

Smart Workforce Center (Del Norte County)

Alliance for Workforce Development (Lassen County)

Alliance for Workforce Development (Modoc County)

Alliance for Workforce Development (Nevada County)

Alliance for Workforce Development (Plumas County)

Smart Workforce Center (Shasta County)

Alliance for Workforce Development (Sierra County)

Smart Workforce Center (Siskiyou County)

Job Training Center (Tehama County)

Smart Workforce Center (Trinity County)

G. Staff Training

As part of the Equity and Access Working group goals, NoRTEC is coordinating ongoing training with partners serving diverse populations across the region to ensure we provide the best services for everyone (see the NoRTEC Regional Plan, page 31). In June, NoRTEC coordinated an all-staff training entitled "Creating More LGBTQ+ Inclusive Services." The interactive training was held in person and virtually and was attended by staff throughout the 11-county region. Topics included the concepts of identity, gender, and sexuality and how to apply the knowledge in real-life scenarios to create more gender and LGBTQ+ inclusive services.

The Program Committee has reviewed this information.

Recommended Action:

WDB approval of the fourth quarter program report.

Governing Board approval of the fourth quarter program report.

X. STATUS OF FUNDING APPLICATIONS (INFORMATION/ACTION)

A. New Applications

1. Quality Jobs, Equity, Strategy and Training (QUEST) National Dislocated Worker Grant – This NDWG addresses economic inequities exacerbated by the COVID pandemic, emphasizing special populations often missed by workforce services.

   Staff requests permission to apply for $500,000 of funding to primarily serve low-wage workers, veterans, people of color (emphasizing the Latinx community), women, and justice-involved individuals.

   Recommended Action:

   WDB approval for staff to request $500,000 of QUEST NDWG funding.

   Governing Board approval for staff to request $500,000 of QUEST NDWG funding.

XI. STATE MONITORING

The Employment Development Department has scheduled a review of the NoRTEC program, fiscal, and procurement systems. This onsite review will be completed from September 11 through September 15, 2023. The review results will be reported at the next WDB/Governing Board meeting.

XII. HIGH PERFORMING BOARD (INFORMATION)

Local Workforce Development Boards may apply for High-Performing Board certification by meeting the criteria and deliverables set by the state. NoRTEC applied for consideration and was awarded a High Performing Board status from July 1, 2023, to June 30, 2026. To view the approval letter, click here.

XIII. RECESS TO CLOSED SESSION PER CALIFORNIA GOVERNMENT CODE SECTION 54954.5, PUBLIC EMPLOYEE PERFORMANCE GOALS AND AGENCY GOALS

Position: Executive Director

XIV. RECONVENE TO OPEN SESSION

XV. REPORT OF ACTION FROM CLOSED SESSION

If appropriate, the WDB and Governing Board will report on action during the closed session.

XVI. OLD BUSINESS (INFORMATION)

Old business items may be discussed at the pleasure of the NoRTEC WDB/Governing Board members.

XVII. NEW BUSINESS (INFORMATION)

A. Upcoming WDB/Governing Board Meetings

The October 26th, 2023, WDB/Governing Board Meeting is scheduled for 10:00 am – 2:00 pm at the Gaia Hotel and Spa in Anderson.

B. Other New Business

Additional New Business items may be discussed at the pleasure of the NoRTEC WDB/Governing Board members.

XVIII. ADJOURNMENT