I. CALL TO ORDER
The meeting was called to order by T. Cochran, WIB Vice Chair, and L. Baugh, Governing Board Chair, at 10:05 a.m.

II. ROLL CALL
There was a quorum of both the WIB and Governing Board: Roster

III. APPROVAL OF MINUTES, JANUARY 23, 2014
A motion made by T. Cochran, and seconded by M. Piller, for WIB approval of the January 23, 2014, minutes passed the WIB unanimously.

A motion made by P. Huebner, and seconded by J. Fenley, for Governing Board approval of the January 23, 2014, minutes passed the Governing Board unanimously.

IV. APPROVAL OF AGENDA
A motion made by J. Cook, and seconded by J. Wilson, for WIB approval of the April 24, 2014, agenda passed the WIB unanimously.

A motion made by P. Huebner, and seconded by G. Hemmingsen, for Governing Board approval of the April 24, 2014, agenda passed the Governing Board unanimously.

V. PUBLIC COMMENT
There was no public comment.

VI. WORKFORCE INVESTMENT BOARD APPOINTMENTS
T. Brown stated there were no nominations for the vacant seats, but an applicant would be presented at the next meeting for the Private Industry seat in Lassen County. Rick Stewart, President of the IGA Supermarket in Susanville was in the process of applying.

VII. PROGRAM COMMITTEE REPORT
T. Brown gave the Program Committee Report.

1. NAWB Forum
H. Oilar, WIB Chair, attended the NAWB forum in Washington, DC on March 29-April 1. He reported he had learned a lot from attending sessions and showed a short video posted from the conference.
2. **California Drought Impact**

M. Cross presented a slideshow on drought information. Cross reported he attended a meeting in March at the One Stop in Chico attended by NoRTEC staff, NCC staff, EDD, DOL, and AFWD staff. He said NoRTEC would apply for $600,000 to assist NoRTEC and the programs to assess the impacts through outreach to employers and serve workers who have lost their jobs to the drought.

S. Lambert reported that if there was still no rain by this fall, the result would be catastrophic as there would be no fall grass for livestock.

3. **Program Monitoring**

The members noted program reviews were underway and results would be reported at the July 2014 meeting.

4. **State/Federal Monitoring**

The members noted there had been no State or Federal monitoring visits conducted or scheduled since the October meeting.

5. **Client Enrollment and Contract Performance**

The members reviewed the following reports as presented in the agenda:

- Job Seekers Enrolled in the WIA Program
- WIA Service Provider Contract Performance (Adults/Dislocated Workers)
- WIA Service Provider Contract Performance (Youth)

The members noted NoRTEC was meeting all standards.

6. **Plant Closure Updates**

The members reviewed the plant closure update as presented in the agenda, noting there were 44 businesses who had laid-off workers since the last meeting in January.

7. **Business Services Report**

The members reviewed the business services report as presented in the agenda.

8. **Headline Program Reports**

The members reviewed the program reports as presented in the agenda.

9. **Staff Training**

The members reviewed the information as presented in the agenda.

10. **Youth Council Report**

The members reviewed the information as presented in the agenda.

11. **Program Presentations**

T. Brown provided the members with an overview of the Dislocated Worker program. Renee Barr (STEP) and Monica Perez (AFWD) presented actual case histories on dislocated worker clients.
A motion made by L. Osborne, and seconded by D. Beeson, for approval of the Third Quarter Program Committee Report passed the WIB unanimously.

A motion made by P. Huebner, and seconded by S. Thrall, for approval of the Third Quarter Program Committee Report passed the Governing Board unanimously.

VIII.  **FINANCE COMMITTEE REPORT**

J. Hough, Fiscal Officer, presented the Finance Committee report.

A. **PY 2013/2014 Funding**

J. Hough reported there was $14,899,668 in available funding for PY 2013/2014.

B. **PY 2014/2015 Funding**

J. Hough reported NoRTEC received notice of PY 2014/2015 funding amounts. NoRTEC will receive $7,579,974 in allocated funding, down about 5.6%.

C. **Approval of the PY 2013/2014 Third Quarter Financial Reports**

The members reviewed the following reports as presented in the agenda.

- PY 2013/2014 Contracts Summary
- PY 2013/2014 Service Provider Contract Modifications
- PY 2013/2014 Program Expenditure Report
- PY 2013/2014 NoRTEC Administrative Entity Expenditure Report
- PY 2013/2014 WIB/Governing Board Expenditure Report

A motion made by T. Cochran, and seconded by D. Beeson, to approve the Third Quarter Finance Reports passed the WIB unanimously.

A motion made by S. Thrall, and seconded by P. Huebner, to approve the Third Quarter Finance Reports passed the Governing Board unanimously.

D. **NoRTEC Fiscal Monitoring**

J. Hough reported fiscal reviews of the Service Providers for the spring of 2014 had been scheduled. She said an update would be given at the July 2014 meeting.

E. **State and Fiscal Procurement Monitoring of NoRTEC**

J. Hough reported the final monitoring report had been received from the State’s fiscal monitoring conducted in February 2014. There were no findings.

F. **PY 2014/2015 NoRTEC Administrative Entity Budget**

The members discussed the proposed budget as presented in the agenda.

A motion made by M. Piller, and seconded by T. Cochran, to approve the PY 2014/2015 Administrative Entity Budget at $1,562,716, subject to the availability of funding, passed the WIB unanimously.
A motion made by E. Valenzuela, and seconded by J. Fenley, to approve the PY 2014/2015 Administrative Entity Budget at $1,562,716, subject to the availability of funding, passed the Governing Board unanimously.

G. PY 2014/2015 NoRTEC WIB/Governing Board Budget
The members discussed the proposed budget as presented in the agenda.

A motion made by T. Cochran, and seconded by L. Osborne, to approve the PY 2014/2015 WIB/Governing Board Budget at $90,000, subject to the availability of funding, passed the WIB unanimously.

A motion made by P. Huebner, and seconded by S. Thrall, to approve the PY 2014/2015 WIB/Governing Board Budget at $90,000, subject to the availability of funding, passed the Governing Board unanimously.

H. Acceptance of the June 30, 2013, Single Audit Report
The members reviewed the Single Audit Report as presented in the agenda.

A motion made by R. Sandler, and seconded by J. Cook, to accept the June 30, 2013, Single Audit Report, passed the WIB unanimously.

A motion made by G. Hemmingsen, and seconded by P. Huebner, to accept the June 30, 2013, Single Audit Report, passed the Governing Board unanimously.

A motion made by M. Piller, and seconded by T. Cochran, for approval of the Third Quarter Finance Committee report, passed the WIB unanimously.

A motion made by E. Valenzuela, and seconded by S. Thrall, for approval of the Third Quarter Finance Committee Report, passed the Governing Board unanimously.

IX. STATUS OF FUNDING APPLICATIONS
A. Prior Approval
M. Cross reported there were no pending applications.

B. New Applications
1. YouthBuild 2014 – The members discussed this application as presented in the agenda.

2. H-1B Ready to Work Partnerships – The members discussed this application as presented in the agenda.

3. Drought Assistance – The members discussed this application as presented in the agenda.

A motion made by M. Piller, and seconded by T. Cochran, approving staff to submit applications for YouthBuild 2014 ($1,100,000), H-1B Ready to Work Partnerships ($3,000,000), and Drought Assistance ($600,000) passed the WIB unanimously.

A motion made by E. Valenzuela, and seconded by J. Fenley, approving staff to submit applications for YouthBuild 2014 ($1,100,000), H-1B Ready to Work...
Partnerships ($3,000,000), and Drought Assistance ($600,000) passed the Governing Board unanimously.

X. NORTEC AD HOC GOVERNANCE COMMITTEE REPORT

T. Cochran reported to the members the recommended changes to the WIB/LEO Agreement developed by the Committee:

- Executive Committee – The proposal is for a seven members Joint Executive Committee with the Chair and Vice Chair of the Governing Board, the Chair and Vice Chair of the WIB, and three additional WIB members to be voted upon by the full WIB.
- Changes would be made to the wording with respect to both the Program and Finance Committee membership. The original agreement required a member from each county on each committee. The language will now read there will be a member from each county, “to the extent practicable.”
- A housekeeping change was made to include the Business Services Committee (made up of private industry members on the WIB) as part of the agreement as both boards previously agreed to forming this committee to meet State law.

Cochran reported a copy of the proposed agreement would be sent out to all members well in advance of the July 24, 2014, full WIB and Governing Board meeting for their review. The new agreement would then need to be ratified by the full WIB and Governing Board at the July meeting.

XI. NRCD UPDATE

M. Cross reported NRCD, as a 501(c)(3) had responded to two federal solicitations to serve ex-offenders enrolled in work release programs in Oroville, and to help court-involved youth in Oroville develop employment skills and find jobs. Cross said NoRTEC as a WIB could not apply—only private non-profit entities were eligible.

XII. OLD BUSINESS

There was no Old Business.

XIII. NEW BUSINESS

It was announced the next WIB and Governing Board meeting would be held on July 24, 2014, at an as yet undetermined location.

XIV. ADJOURNMENT

The meeting was adjourned at 12:05 p.m.