

NORTEC
WDB AND GOVERNING BOARD AGENDA
FRIDAY, JULY 17, 2020
10:00 AM – 11:00 AM

Join Zoom Meeting

Click on the following link to join the meeting: <https://us02web.zoom.us/j/86821684457>. You may also dial in by phone by calling: 1-669-900-9128. The meeting ID number is 868 2168 4457.

*If you have any technical difficulties before or during the meeting, **you can reach me by call or text at 530-828-8394** or by email at sbruce@ncen.org.*

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF AGENDA (ACTION)

Recommended Action:

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. EXECUTIVE DIRECTOR EMPLOYMENT CONTRACT (ACTION)

The NoRTEC Executive Director's contract expired on June 30, 2020. The Joint Executive Committee met on June 20, 2020, to discuss the performance review of NoRTEC's Executive Director and to develop a new employment contract. At the June 20, 2020, meeting, the committee voted 7-0 in closed session to recommend approval by the NoRTEC Governing Board and Workforce Development Board of a new employment contract. The following changes to the expired contract were recommended:

1. A three-year contract term, running from July 1, 2020, through June 30, 2023;
2. Increase the annual salary from \$170,000 to \$195,500, (a 15% increase) retroactive to July 1, 2020, upon contract approval by the full Governing Board and Workforce Development Board;
3. Increase the annual vacation package by an additional 80 hours, retroactive to July 1, 2020, upon approval by the full Governing Board and Workforce Development Board.

A draft copy of the proposed employment contract may be viewed here: [Draft Employment Contract](#)

Recommended Action:

WDB approval of the proposed employment contract for the NoRTEC Executive Director, developed by the Joint Executive Committee.

Governing Board approval of the proposed employment contract for the NoRTEC Executive Director, developed by the Joint Executive Committee.

VI. **OLD BUSINESS (INFORMATION)**

Almost half of the NoRTEC Workforce Development Board members have terms that expired on June 30, 2020 (the Executive Committee just extended these term expirations until the next regularly scheduled meeting of the WDB and Governing Board).

Only a few of the members with expiring terms have submitted the paperwork necessary to be nominated for an additional four-year term.

Appointments to the Workforce Development Board will likely be made at the August 27, 2020, meeting. In order to ensure that the nomination is on the agenda, staff are requesting that all applications and nomination letters be submitted to Terriane Brown, Assistant Director, no later than Wednesday, August 12, 2020.

Following is a link to information showing which seats are up for appointment and the status of documentation for those members with expiring terms wishing to continue service on the Workforce Development Board. A “Yes” indicates documentation has been received. A “No” means documentation must be obtained by Wednesday, August 12, 2020: [Board Member Terms](#)

VII. **NEW BUSINESS (INFORMATION)**

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

The August 27, 2020, WDB/Governing Board meeting is scheduled from 10:00 am – 2:00 p.m. at the Canyon Oaks Country Club in Chico. Staff are planning to wait until closer to the meeting date to determine if it is feasible to hold the meeting in person.

B. **Other New Business**

Additional New Business items may be brought up for discussion at the pleasure of Executive Committee members.

VIII. **ADJOURNMENT**