

NORTEC  
WDB AND GOVERNING BOARD MINUTES  
THURSDAY, JANUARY 28, 2021  
REMOTE MEETING

I. CALL TO ORDER

The meeting was called to order by J. Wilson, Executive Committee Chair, and B. Williams, Governing Board Vice-Chair, at 10:02 a.m.

II. ROLL CALL

There was a quorum of the Workforce Development Board and the Governing Board: [Roster](#)

III. WORKFORCE DEVELOPMENT BOARD AND GOVERNING BOARD ELECTIONS

The following members were nominated for the stated positions:

1. Bob Williams, Governing Board Chair
2. Gerry Hemmingsen, Governing Board Vice Chair
3. Joe Wilson, Workforce Development Board Chair
4. Willy Hagge, Workforce Development Board Vice Chair
5. Additional members on the Joint Executive Committee
  - Michele Piller
  - Dwight Beeson
  - Jeremiah LaRue

***A motion was made by L. Baugh, seconded by E. Cavasso, to nominate and elect Bob Williams as Board Chair and Gerry Hemmingsen as Vice Chair of the Governing Board. The motion passed unanimously.***

***A motion was made by T. Cochran and seconded by Linda Z. to nominate and elect Joe Wilson as WDB Chair and Willy Hagge as WDB Vice Chair that passed unanimously.***

***A motion was made by T. Cochran, seconded by L. Zorn, to nominate and elect Michele Piller, Dwight Beeson, and Jeremiah LaRue as additional members of the Joint Executive Committee passed unanimously.***

IV. APPROVAL OF AGENDA

***A motion was made by L. Russell, seconded by T. Cochran, for WDB approval of the agenda with the addition of a presentation by GMI Coordinator under NORTEC Strategic Goals, passed unanimously.***

***A motion was made by E. Cavasso, seconded by P. Roen, for Governing Board approval of the agenda with the addition of a presentation by GMI Coordinator under NORTEC Strategic Goals, passed unanimously.***

V. PUBLIC COMMENT

There were no public comments.

VI. WORKFORCE DEVELOPMENT BOARD APPOINTMENTS

WDB Vice Chair J. Wilson introduced Jeanna Zangara, Administrative Operations Manager for Autometrix, Inc., a manufacturing company located in Grass Valley, for consideration to fill the Nevada County Private Industry Seat

***A motion by P. Roen was seconded by L. Baugh to approve Jeanna Zangara to serve as a representative for Private Industry in Nevada County on the NoRTEC Workforce Development Board through June 30, 2024, passed unanimously.***

VII. CONSENT AGENDA

Due to the temporary move to virtual meetings for the Workforce Development Board/Governing Board, both Program Report and Finance Report were included in the Consent Agenda.

***A motion made by L. Russel and seconded by T. Cochran for Workforce Development Board approval of the consent agenda passed unanimously.***

***A motion made by E. Cavasso and seconded by P. Roen for Governing Board approval of the consent agenda passed unanimously.***

VIII. PY 2020/2021 FUNDING

M. Cross reviewed the financial report, noting higher than usual funding due to several National Dislocated Worker Grant (NDWG) special projects.

IX. NORTEC STRATEGIC GOALS

A. Strategic Goal #3 – Promote Open Communication Among Local and Regional Workforce Partners to Create a Shared Vision and Regional Strategy

Andrea Campos, NoRTEC Director of Program Administration, presented information about the regional and local workforce development strategic plan update, covering the period of July 1, 2021, through June 30, 2024, with assistance from Kristin Barry from Thomas P. Miller & Associates. [To view the presentation, click here](#)

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

1. Liz Pankhurst, Project Coordinator for Grow Manufacturing Initiative (GMI), provided a review of GMI activities that included a virtual manufacturing boot camp on January 11, 2021. The boot camp provided potential manufacturing employees with an inside look into the manufacturing environment and gave them the opportunity to learn about available positions in the industry. The event was a success and will occur again in the summer, with the goal to provide the event in person.
2. Wendy Zanotelli, Executive Director of the Smart Center, provided an overview of current operations in Del Norte, Shasta, Siskiyou and Trinity counties. [To view the presentation, click here](#)

3. Traci Holt, Executive Director of the Alliance for Workforce Development provided an overview of current operations in the Butte, Lassen, Modoc, Nevada, Plumas and Sierra counties. [To view the presentation, click here](#)
4. Kathy Garcia, Business Services and Marketing Manager for the Job Training Center, will provided an overview of current operations in Tehama County. [To view the presentation, click here](#)

X. STATUS OF FUNDING APPLICATIONS (INFORMATION/ACTION)

A. Prior Approval

M. Cross reviewed the previous applications of COVID-19 NDWG (\$1,200,000) and August Fires NDWG (\$1,300,000) stating funding had not yet been received.

B. New Applications

September Fires NDWG – M. Cross requested permission to submit an application for \$1,600,000 to fund clean-up efforts on public property in Del Norte, Shasta, and Siskiyou Counties due to September 2020 fires.

***A motion by T. Cochran, seconded by D. Platz, for Workforce Development Board approval to submit an application to the State for \$1,600,000 to assist with fire clean-up efforts in Del Norte, Shasta and Siskiyou counties passed unanimously.***

***A motion by E. Valenzuela, seconded by P. Roen, for Governing Board approval to submit an application to the State for \$1,600,000 to assist with fire clean-up efforts in Del Norte, Shasta and Siskiyou counties passed unanimously.***

XI. OLD BUSINESS (INFORMATION)

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

XII. NEW BUSINESS (INFORMATION)

A. Upcoming WDB/Governing Board Meeting

The April 22, 2021, WDB/Governing Board meeting is scheduled from 10:00 am – 2:00 pm at the Canyon Oaks Country Club in Redding (if necessary, this meeting will be held remotely).

The August 26, 2021, WDB/Governing Board meeting is scheduled from 10:00 am – 2:00 pm at the Sheraton Redding Hotel at the Sundial Bridge (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.

XIII. ADJOURNMENT

The meeting was adjourned at 11:45 am.