

NORTEC
WDB AND GOVERNING BOARD MINUTES
THURSDAY, AUGUST 27, 2020
CHICO, CA

I. CALL TO ORDER

The meeting was called to order by W. Meith, WDB Chair, and J. Fenley, Governing Board Chair, at 10:08 a.m.

II. ROLL CALL

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

III. APPROVAL OF AGENDA

A motion made by T. Cochran, seconded by D. Beeson, for WDB approval of the August 27, 2020, agenda passed unanimously.

A motion made by L. Baugh and seconded by E. Scofield for Governing Board approval of the August 27, 2020, agenda passed unanimously.

IV. PUBLIC COMMENT

There were no public comments.

V. CONSENT AGENDA

M. Cross reviewed the Program Report and Finance Report and noted the higher level of funding due to special projects such as the National Dislocated Worker Grant (NDWG) for COVID-19. Cross also noted that performance standards have been met and that the Plant Closure Update included fifteen pages of information that occurred on or after March 1, 2020, and are therefore likely a result of the COVID-19 State of Emergency in California.

W. Meith asked if any members wanted items pulled from the consent agenda for further discussion. There were no requests.

A motion made by M. Dent and seconded by D. Beeson for Workforce Development Board approval of the consent agenda passed unanimously.

A motion made by E. Cavasso and seconded by S. Lambert for Governing Board approval of the consent agenda passed unanimously.

VI. NORTEC STRATEGIC GOALS

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

1. Andrea Campos, Director of Program Administration for NoRTEC, provided an overview of labor market information and the economic and employment impacts of the COVID-19 pandemic. [To view the full presentation, click here.](#)

2. Alliance for Workforce Development Executive Director Traci Holt provided an overview of current operations in AFWD's six-county area (Butte, Lassen, Modoc, Nevada, Plumas and Sierra Counties). [To view the presentation, click here.](#)
3. Wendy Zanotelli, Executive Director of the Smart Center in Del Norte, Shasta, Siskiyou and Trinity Counties provided an overview of current operations in the four-county area. [To view the presentation, click here.](#)
4. Job Training Center Executive Director Kathy Schmitz provided an update of current operations in Tehama County. [To view the presentation, click here.](#)

VII. ACCEPTANCE OF THE JUNE 30, 2019 SINGLE AUDIT REPORT

W. Meith noted the "clean" audit report.

A motion made by T. Cochran and seconded by W. Hagge for Workforce Development Board acceptance of NoRTEC's June 20, 2019, Single Audit Report passed unanimously.

A motion made by G. Hemmingsen and seconded by E. Cavasso for Governing Board acceptance of NoRTEC's June 20, 2019, Single Audit Report passed unanimously.

VIII. NEW STATEWIDE LEADERSHIP ROLE FOR EXECUTIVE DIRECTOR

W. Meith noted NoRTEC Executive Director, Michael Cross, was elected Chair of the California Workforce Association (CWA) for a two-year term.

IX. CLOSED SESSION: GOVERNMENT CODE SECTIONS 54957 AND 54057.6

Both boards went into Closed Session.

X. EXECUTIVE DIRECTOR EMPLOYMENT CONTRACT

W. Meith noted the return to open session and reviewed the Executive Director Employment Contract.

A motion was made by T. Cochran and seconded by J. Wilson for Workforce Development Board approval of the employment contract for the NoRTEC Executive Director. Upon a roll call vote of 17 in favor and 0 against, the motion carried.

A motion was made by L. Baugh and seconded by B. Williams for Governing Board approval of the employment contract for the NoRTEC Executive Director. Upon a roll call vote of 10 in favor and 0 against, the motion carried.

XI. OLD BUSINESS

Board members were reminded of the procedure and items needed for consideration for reappointment to the Board due October 1, 2020. [Board Member Terms](#)

XII. NEW BUSINESS

A. Upcoming WDB/Governing Board Meetings

W. Meith announced the next two meeting dates as outlined in the agenda, noting the likelihood of the October meeting being held remotely.

B. Other New Business

D. Platz requested a policy or clarification be presented at a future meeting regarding the procedure for Executive Director compensation.

XIII. ADJOURNMENT

The meeting was adjourned at 11:53 p.m.