

NORTEC
WDB AND GOVERNING BOARD AGENDA
THURSDAY AUGUST 25, 2022
10:00 AM – 2:00 PM

Additional remote sites available for meeting attendance by the public:

**91 Parkwood Drive
Atherton, CA 94027**

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. ROLL CALL

III. 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.

IV. PUBLIC COMMENT

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

V. WORKFORCE DEVELOPMENT BOARD APPOINTMENTS (ACTION)

NoRTEC has two vacancies on the Workforce Development Board. Applications and nomination letters were received for both seats:

1. Regina Muse was nominated by the Department of Rehabilitation to fill an At-Large Vocational Rehabilitation seat on the NoRTEC Workforce Development Board.
 - [Application](#)
 - [Nomination](#)

Recommended Action:

Governing Board appointment of Regina Muse to fill an At-Large Vocational Rehabilitation seat on the NoRTEC Workforce Development Board.

2. Misty Tanner was nominated by the Five Counties Central Labor Council to fill an At-Large Organized Labor seat on the NoRTEC Workforce Development Board.

- [Application](#)
- [Nomination](#)

Recommended Action:

Governing Board appointment of Misty Tanner to fill an At-Large Organized Labor seat on the NoRTEC Workforce Development Board.

VI. **CONSENT AGENDA (ACTION)**

In order to assure that an in-depth review of the Program and Finance Reports occurs on a regular basis, these reports are reviewed on an alternating schedule. The Finance Reports are normally reviewed during the October and April meetings, and Program Reports are reviewed during the January and August meetings. Minutes from the previous quarterly meeting is included on the consent agenda.

Click on the link for each item below to view the full document:

1. [WDB/Governing Board Meeting Minutes, April 28, 2022](#)

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

2. [Financial Report](#)

This quarter's report provides routine information on available funding and expenditures for the program year that recently ended (July 1, 2021 – June 30, 2022).

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 reports.

Governing Board approval of the consent agenda reports.

VII. **NORTEC STRATEGIC GOALS (INFORMATION)**

- A. [Strategic Goal #4 – Increase Awareness of NoRTEC Activities, Fostering Regional Awareness and Partnerships](#)

Justin Dawe, founder and CEO of Earth Force, will present on his company's focus on turning vegetation management into a modern, high productive career path. Justin has spent 20 years in high-growth, sustainability-related industries and has spent several years working as a community organizer in the non-profit sector, where he helped initiate and win passage of the nation's first state-level clean energy ballot measure (in Colorado).

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

Gil Mathew, Executive Director of the Nevada County Economic Resource Council (NCERC) and NoRTEC Workforce Development Board member, will provide an update on activities of the Nevada County Tech Connection. The Tech Connection is sponsored by NCERC and has received Industry Sector Partnership funding from NoRTEC for the past several years.

VIII. PY 2022/2023 FUNDING (INFORMATION)

NoRTEC currently has \$15,995,986 in available funds for the 2022/2023 program year. An additional \$80,000 for CMTC, \$1,200,000 for August Fire NDWG, \$800,000 for September Fire NDWG, \$3,075,284 for 2021 Wildfires Temporary Jobs, and \$2,578,717 for 2021 Wildfires Workforce Development funding may be allocated incrementally by the State. This is a decrease of \$9,910,744 over 2021/2022 Program Year funding. This decrease is the result of the completion and near completion of various grant-funded projects.

Project	PY 2022/2023 Funds Available	Additional Funds Requested/ Pending Allocation	Total
Adult	\$3,062,668	\$0	\$3,062,668
Youth	\$3,107,647	\$0	\$3,107,647
Dislocated Worker	\$2,488,527	\$0	\$2,488,527
Rapid Response	\$647,235	\$0	\$647,235
Rapid Response – Layoff Aversion	\$190,411	\$0	\$190,411
CA Manufacturing (CMTC)	\$52,038	\$80,000	\$132,038
Camp Fire Workforce Development	\$750,896		\$750,896
Camp Fire Temporary Jobs	\$1,447,088		\$1,447,088
Corona Temporary Jobs NDWG	\$78,543	\$0	\$78,543
August Fire NDWG	\$290,883	\$1,200,000	\$1,490,883
September Fire NDWG	\$198,694	\$800,000	\$998,694
Slingshot 4.0	\$103,467	\$0	\$103,467
Dixie Fire Additional Asst.	\$253,237	\$0	\$253,237
2021 Wildfires Temporary Jobs	\$1,980,716	\$3,075,284	\$5,056,000
2021 Wildfires Workforce Development	\$843,936	\$2,578,717	\$3,422,653
RERP Initiative	\$500,000	\$0	\$500,000
TOTAL	\$15,995,986	\$7,734,001	\$23,729,987

IX. PROGRAM REPORT (ACTION)

A. Program Monitoring

Site visits were scheduled with NoRTEC's Service Providers for the months of July, August, and September 2022. Results of the reviews will be shared with members at the October 2022 quarterly meeting.

B. State/Federal Monitoring

A compliance review for NoRTEC's Adult and Dislocated Worker programs was conducted in mid-November 2021 by the State.

Staff previously reported at the April 2022 quarterly meeting that the monitor indicated there would be no findings, but the final report had not been received. When the letter was finally issued on May 2, 2022, the report stated NoRTEC was not in compliance with the requirement that a workforce development board have a majority of members be representatives of private industry. Staff explained to the monitor that at the time of the review that there were two vacant private industry seats on the board and that the pandemic was making it difficult to secure new members. Subsequently, the Compliance Review Division determined the explanation was not acceptable, so they issued a finding. The issue was already resolved, however, because at the April 22, 2022, quarterly meeting, two private industry members were appointed to the workforce development board. The finding was immediately closed.

NoRTEC will not be scheduled for another program review until January 2023.

C. Universal Services, Client Enrollment, and Contract Performance

1. Universal Services Tracking: [Career Center Visits](#)

The Workforce Innovation and Opportunities Act provides for "universal services" which means anyone who walks in the door may access basic services without enrolling in the WIOA program. This would include "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 contained in the link above shows the number of visits for the all four quarters of the 2021-2022 program year (July 1, 2021 – June 30, 2022). Our providers recorded 16,958 unique individuals accessing our services during the program year. This number is slightly higher than last program year (15,463 unique visitors).

2. Job Seekers Enrolled in the WIOA Program: [Enrollments](#)

The number of individuals enrolled in each program in each county in the consortium may be accessed by clicking on the above link.

Throughout the 2021/2022 program year, 3,748 individuals have been enrolled in the Adult, Dislocated Worker, Youth, Severe Winter Storms NDWG, Carr Fire NDWG, Camp Fire NDWG, Camp Fire Additional Assistance, COVID Additional Assistance, COVID NDWG, and P2E (Prison to Employment) programs.

3. WIOA Service Provider Contract Performance: [Adults, Dislocated Workers, and Youth](#)

- a. Background - NoRTEC just completed the second year of a two-year cycle with respect to performance goals. Goals are negotiated every two years and this process was last completed in September of 2020 (for the PYs 2020/2021 and 2021/2022).

NoRTEC will engage in a negotiation process for PYs 2022/2023 and 2023/2024 in September of this calendar year. This negotiation process will include setting goals for the following five performance areas for the Adult, Dislocated Worker, and Youth programs:

- Employment 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

The first four performance measures are based upon a participant's circumstances six months after exit (2nd Quarter measures) and a year after exit (4th Quarter measures). The fifth measure is "real time" and measures skill gains attained by participants that were active during a program year. Examples of skill gains include such achievements as successfully completing an OJT, successfully completing a credential/degree, increasing basic reading and math skills (for those who have skill deficiencies in this area), and attainment of an occupational skills license (examples include a Class A driving license or attainment of certification/licensure to become a nurse).

Due to the lag time and utilization of a statistical adjustment model (SAM) that the negotiation process is based upon, we cannot compute our final performance for this program year until data for PY 2021/2022 is "certified" by the State and submitted to the Department of Labor. Once this process is completed, NoRTEC's final performance for the previous program year will be available, likely in late December 2022 or January 2023.

Of note for this previous negotiation of goals cycle is that only 2nd Quarter goals and Measurable Skill Gains were negotiated based upon the SAM. In addition, the State will not sanction any workforce area for missing any of the goals, *as long as we show at least a 50% rate for both of the Q2 measures.*

The two 4th Quarter measures are for information only, as the Department of Labor has not had enough years of performance data under WIOA to develop a SAM for these two measures. This means that while NoRTEC "negotiated" goals for the two 4th Quarter standards, they were not based upon the statistical model.

All 15 of the goals will be included in the upcoming round of negotiations for PY 2022/2023 and 2023/2024. Missing performance goals in this new program year in any of the fifteen categories may result in sanctions.

b. PY 2021/2022 Preliminary Performance – Reported performance for the first two quarters of the program year may be accessed here: [Adults, Dislocated Workers, and Youth](#)

1. As shown in the report, preliminary data shows that NoRTEC met all five performance goals for the Adult program. All three of our programs (AFWD, Smart, and JTC) also met all five goals.
2. In the Dislocated Worker program it appears that NoRTEC met four of the five goals, missing (barely) the *Employment Rate in Q2 After Exit* (goal 77.4%; actual 76.8%). Based upon year-end adjustments to the SAM, which NoRTEC will not receive for another 8-10 weeks, staff believe it is possible that NoRTEC will actually exceed the goal. It should be noted that whether or not the data adjustments eventually show NoRTEC as meeting the goal, current State policy regarding performance for last program year states that workforce areas only have to meet the *Employment Rate in Q2 After Exit* and *Median Earnings in Q2 After Exit* with a performance rate of 50% or higher. This means there will be no sanctions for NoRTEC if we do not meet the goal.

AFWD met all five goals for the Dislocated Worker program. JTC met four of the five goals, and Smart met three of the five goals.

3. In the Youth program, NoRTEC met four of the five goals, missing the *Credential Attainment Q4 After Exit* (goal 66.0%; actual 55.0%). As noted in item 2 above, there will be no sanctions for NoRTEC for missing this goal.

The JTC met all five youth performance goals. AFWD met four of the five, missing the *Credential Attainment Rate Q4 After Exit* (goal 66.0%; actual 50.0%). Smart met four of five, also missing the *Credential Attainment Rate Q4 After Exit* (goal 66.0%; actual 58.0%).

Even though final performance information is not yet available, it is obvious that NoRTEC has met performance requirements for PY 2021/2022. Staff are not planning on sanctions for AFWD, Smart, or JTC for missing one or more goals for the previous program year.

D. Customer Satisfaction Survey: Results

In addition to monitoring performance, NoRTEC wants to ensure the needs of our clients are met in a helpful and professional manner. To that end, NoRTEC has created a survey to measure the “satisfaction” of customers accessing our centers.

Walk-In clients fill out surveys at the AJCCs, either directly on-line or through paper surveys. Of the more than 1,784 responses we received, the results were overwhelmingly positive.

This program year, service provider staff have been collecting responses from employers and enrolled individuals in order to increase response rates. The numbers in both categories are small (259 and 126 respectively), but survey results are very positive.

E. Plant Closure Update: [Closures/Layoffs](#)

From July 1, 2021, to June 30, 2022, 156 employers have laid off 1,064 employees. (Note: The attached report shows 157 businesses and 2,144 employees—this includes 1,080 employees to be laid off by the Correctional Center in Lassen County which is “on hold” at this point in time due to on-going litigation.)

NoRTEC Service Providers are providing rapid response and dislocated worker services as needed.

F. Employer Services: [NoRTEC Employer Services Report](#)

During PY 2021/2022 (July 1-June 30), 2,062 employers throughout the consortium accessed over 30,000 discrete services.

G. Headline Program Reports (Information)

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. Please take a moment to review these success stories. Our Service Providers have helped many individuals make important changes in their lives!

Following are links for the reports received for the period ending June 30, 2022:

[Alliance for Workforce Development \(Butte County\)](#)

[Del Norte 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 \(Trinity County\)](#)

H. Staff Training

There has been no staff training since the April 2022 quarterly meeting.

This information has been reviewed and approved by the Program Committee.

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. Prior Approval

At the April 2022 meeting, staff requested permission to apply for up to \$1,000,000 of RERP (Regional Equity and Recovery Partnerships) funding from the State of California that is meant to accelerate and deepen existing Regional Plan implementation efforts. The funding is to be utilized to support and invest in partnerships that will build upon existing industry sector strategies and career pathway programs. NoRTEC will work with local partners to improve job quality and job access for job seekers for justice-system involved individuals.

The application was approved for \$500,000 and will be utilized to improve job quality and job access for justice-involved job seekers.

B. New Applications

With the State of California’s focus on providing improved access and equitable services to underserved job seekers, funding is being made available to workforce boards within the state to serve targeted populations.

1. Prison to Employment (P2E) 2.0 – NoRTEC’s prior State sponsored P2E grant to serve justice-system involved job seekers wrapped up on March 31, 2022. Staff are requesting permission to apply for \$1,500,000 of P2E 2.0 funding to continue the program.

Recommended Action:

WDB approval for staff to request up to \$1,500,000 of P2E 2.0 funding to serve the justice-system involved population.

Governing Board approval for staff to request up to \$1,500,000 of P2E 2.0 funding to serve the justice-system involved population.

2. AB 628 Breaking Barriers to Employment – Staff are requesting permission to apply for \$750,000 of funding under this initiative. This initiative will be focused on justice-system involved individuals and aims to ensure this target population receives the necessary supplemental, supportive, remedial, and wraparound services they need to enter, participate, and complete training programs and obtain meaningful employment.

Recommended Action:

WDB approval for staff to request \$750,000 of AB 628 funding to serve the justice-system involved population.

Governing Board approval for staff to request \$750,000 of AB 628 funding to serve the justice-system involved population.

XI. WORKFORCE DEVELOPMENT BOARD AND GOVERNING BOARD ELECTIONS (INFORMATION)

In January of each odd numbered year, new officers are seated for:

- Governing Board Chair

- Governing Board Vice Chair
- Workforce Development Board (WDB) Chair
- Workforce Development Board (WDB) Vice Chair

These four individuals also serve on NoRTEC's Joint Executive Committee, along with three additional WDB members who are elected by the WDB members.

Elections for the next term (which begins in January 2023) will be held at the end of the October 27, 2022, WDB and Governing Board quarterly meeting.

Members currently holding these seats are:

- Bob Williams, Governing Board Chair
- Gerry Hemmingsen, Governing Board Vice Chair
- Joe Wilson, WDB Chair
- Willy Hagge, WDB Vice Chair
- Michele Piller, WDB Joint Executive Committee Member
- Dwight Beeson, WDB Joint Executive Committee Member
- Susan Marie, WDB Joint Executive Committee Member

If you are interested in running for one of these seats, please contact Michael Cross prior to the October meeting.

Note: Only WDB members that represent Private Industry may be elected as Chair and Vice Chair. The additional three seats on the Executive Committee may be filled by any member of the WDB.

XII. OLD BUSINESS (INFORMATION)

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

XIII. NEW BUSINESS (INFORMATION)

A. Upcoming WDB/Governing Board Meeting

The October 27, 2022, WDB/Governing Board meeting is scheduled from 10:00 am – 2:00 pm at the Gaia Hotel in Anderson.

B. Other New Business

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

XIV. ADJOURNMENT