

NORTEC  
WDB AND GOVERNING BOARD AGENDA  
THURSDAY, APRIL 27, 2023  
ANDERSON, CA

I. CALL TO ORDER

The meeting was called to order by W. Hagge, Workforce Development Board Vice-Chair, and B. Williams, Governing Board Chair, at 9:59 a.m.

II. PLEDGE OF ALLEGIANCE

The pledge of allegiance was recited.

III. ROLL CALL

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

IV. APPROVAL OF AGENDA

***A motion by T. Cochran, seconded by S. Marie, for WDB approval of the agenda passed unanimously.***

***A motion made by E. Scofield, seconded by E. Cavasso, for Governing Board approval of the agenda passed unanimously.***

V. PUBLIC COMMENT

Michelle Piller congratulated Terrienne Brown, Assistant Director, on her pending retirement after 38 years of service to NoRTEC.

VI. WORKFORCE DEVELOPMENT BOARD APPOINTMENTS

A. CalWORKS/TANF Seat

Patricia Barbieri withdrew her nomination.

B. Adult Education Seat

Jeff Ochs was introduced by M. Cross, NoRTEC Executive Director, as the nominee for the Adult Education seat on the Workforce Development Board.

***A motion by G. Bridges was seconded by E. Scofield to approve Jeff Ochs for the Adult Education seat on the Workforce Development Board and passed unanimously.***

VII. CONSENT AGENDA

W. Hagge reviewed the consent agenda items.

***M. Piller motioned for the Workforce Development Board to approve the consent agenda; the motion was seconded by H. Oilar and passed unanimously.***

***E. Valenzuela motioned for the Governing Board to approve the consent agenda; the motion was seconded by G. Bridges and passed unanimously.***

VIII. PY 2022/2023 FUNDING

M. Cross reviewed the funding information for 2022/2023 as presented in the agenda.

IX. PY 2023/2024 NORTEC ADMINISTRATIVE ENTITY BUDGET

***M. Enyeart motioned for WDB approval of the PY 2023/2024 NoRTEC Administrative Entity Operating Budget for \$1,731,496 and the PY 2023/2024 Administrative Other Projects Budget for \$550,000, subject to availability, which was seconded by J. Wilson and passed unanimously.***

***E. Valenzuela motioned for Governing Board approval of the PY 2023/2024 NoRTEC Administrative Entity Operating Budget for \$1,731,496 and the PY 2023/2024 Administrative Other Projects Budget for \$550,000, subject to availability, which was seconded by R. Leutwyler and passed unanimously.***

X. PY 2023/2024 WDB/GOVERNING BOARD BUDGET

***A motion made by M. Enyeart was seconded by L. Zorn for WDB approval of the PY 2023/2024 WDB/Governing Board Budget at \$97,000, subject to the availability of funding. The motion passed unanimously.***

***A motion made by D. Short was seconded by G. Bridges for Governing Board approval of the PY 2023/2024 WDB/Governing Board Budget at \$97,000, subject to the availability of funding. The motion passed unanimously.***

XI. ACCEPTANCE OF THE JUNE 30, 2022, SINGLE AUDIT REPORT

***A motion made by M. Piller was seconded by S. Sanchez for WDB acceptance of the June 30, 2022, single audit report passed unanimously.***

***A motion made by G. Bridges was seconded by D. Short for Governing Board acceptance of the June 30, 2022, single audit report passed unanimously.***

XII. PY 21-24 REGIONAL AND LOCAL PLAN, TWO-YEAR MODIFICATION

M. Cross reviewed the regional and local plan two-year modification as presented on the agenda.

***A motion by L. Zorn was seconded by S. Marie for WDB approval of the NoRTEC Regional and Local Plan Modifications as published and passed unanimously.***

***A motion by E. Valenzuela was seconded by R. Leutwyler for Governing Board approval of the NoRTEC Regional and Local Plan Modifications as published and passed unanimously.***

XIII. NORTEC WORKFORCE DEVELOPMENT BOARD RECERTIFICATION

M. Cross reviewed the Workforce Development Board recertification application as presented in the agenda.

***A motion by G. use was seconded by M. Enyeart for WDB approval of the Application for Subsequent Local Area Designation and Local Board Recertification for submission to the State and passed unanimously.***

***A motion by G. Bridges was seconded by R. Leutwyler for Governing Board approval of the Application for Subsequent Local Area Designation and Local Board Recertification for submission to the State and passed unanimously.***

XIV. STATUS OF FUNDING APPLICATIONS

A. Prior Approval

M. Cross reviewed the previously submitted applications for Prison to Employment (P2E) 2.0 and AB 628 Breaking Barriers as presented in the agenda.

B. New Applications

M. Cross reviewed a new application for the California Correctional Center (CCC) Closure in Susanville for \$1,000,000 to address the closure.

S. Sanchez noted available resources such as SBDC and her discomfort with the action plan. G. Bridges thanked NoRTEC on behalf of Lassen County for their help and appreciated whatever actions can be taken to help the area.

***L. Zorn made a motion for WDB approval for staff to request \$1,000,000 to serve workers and businesses impacted by the closure of the CCC in Susanville closure and to develop an action plan to address the impacts of the prison closure on the local economy. The motion was seconded by P. Hagata and passed unanimously.***

***G. Bridges made a motion for Governing Board approval for staff to request \$1,000,000 to serve workers and businesses impacted by the closure of the CCC in Susanville closure and to develop an action plan to address the impacts of the prison closure on the local economy. The motion was seconded by D. Short and passed unanimously.***

XV. RECESS TO CLOSED SESSION PER CALIFORNIA GOVERNMENT CODE SECTION 54954.5, PUBLIC EMPLOYEE PERFORMANCE GOALS AND AGENCY GOALS

The WDB and Governing Board recessed to closed session at 10:39 a.m.

XVI. RECONVENE TO OPEN SESSION

The WDB and Governing Board reconvened open session at 12:09 pm.

XVII. REPORT OF ACTION FROM CLOSED SESSION

P. Roen, Governing Board Chair, directed NoRTEC to pursue agency goals as discussed in closed session.

XVIII. APPROVAL OF EXECUTIVE DIRECTOR EMPLOYMENT CONTRACT

***A motion by M. Enyeart was seconded by P. Hagata for WDB approval of the proposed employment contract for the NoRTEC Executive Director and passed unanimously.***

***A motion by G. Bridges was seconded by D. Short for Governing Board approval of the proposed employment contract for the NoRTEC Executive Director and passed unanimously.***

XIX. OLD BUSINESS

There was no old business.

XX. NEW BUSINESS

A. Upcoming WDB/Governing Board Meeting

W. Hagge announced the upcoming meetings as outlined in the agenda.

B. Other New Business

There were no additional New Business items discussed.

XXI. ADJOURNMENT

The meeting was adjourned at 12:12 pm.