

NORTEC
WDB AND GOVERNING BOARD MINUTES
THURSDAY, OCTOBER 27, 2022
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 10:01 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 was made by M. Enyeart, seconded by D. Beeson, for WDB approval of the agenda and passed unanimously.

A motion made by G. Bridges, seconded by L. Baugh, for Governing Board approval of the agenda passed unanimously.

V. PUBLIC COMMENT

B. Williams, Governing Board Chair, thanked all retiring Governing Board members for their service.

VI. WORKFORCE DEVELOPMENT BOARD APPOINTMENTS

There were no appointments.

VII. CONSENT AGENDA

W. Hagge reviewed the consent agenda items.

L. Russell made a motion for the Workforce Development Board to approve the consent agenda; the motion was seconded by M. Enyeart and passed unanimously.

G. Hemmingsen made a motion for the Governing Board to approve the consent agenda; the motion was seconded by E. Cavasso and passed unanimously.

VIII. NORTEC STRATEGIC GOALS

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

M. Cross introduced Jimmy Smith, co-owner of Black Fox Timber Management Group in McCloud, who presented information on the company’s successful Forestry Technicians Training Program. Smith also shared information about the Second Chance program that offers forestry technician training to justice-involved individuals.

Ryan, a former Second Chance program participant, shared his story of success after graduating from the program.

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

Michelle Fieseler, currently the Human Resources Director for Alliance for Workforce Development, Inc., shared her success story that started when she was a participant at Smart Workforce Center in Redding.

IX. 2022/2023 FUNDING

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

X. PROGRAM REPORT

Jeanne Hough, NoRTEC Fiscal Director, reviewed the finance report.

A. Approval of the 2022/2023 First Quarter Financial Reports

1. J. Hough reviewed the PY 2022/2023 Contracts Summary showing NoRTEC has a total of \$16,933,806 available in subgrants and contracts.
2. J. Hough reviewed the PY 2022/2023 Service Provider Contracts Modifications Report.
3. J. Hough reviewed the PY 2022/2023 Program Expenditure Report
 - a. Program Expenditure Rate Requirements – No areas of concern were noted.
 - b. Training Expenditure Rates – No areas of concern were noted.
4. PY 2022/2023 NoRTEC Administrative Entity Expenditure Report – The Administrative Entity has spent 21% of its budget. No concerns were noted.
5. PY 2022/2023 NoRTEC WDB/Governing Board Expenditure Report – There WDB/GB spent 21% of its budget. No concerns were noted.

A motion by D. Beeson was seconded by M. Piller for WDB approval of the first-quarter financial reports and passed unanimously.

A motion by L. Baugh was seconded by P. Roen for Governing Board approval of the first-quarter financial reports and passed unanimously.

B. NoRTEC Fiscal Monitoring

J. Hough noted that staff completed onsite monitoring of service providers for PY 21/22 and results will be reported at the next meeting.

C. State Fiscal and Procurement Monitoring of NoRTEC

J. Hough noted that there were no findings from EDD's Compliance Review Office monitoring of NoRTEC's fiscal and procurement practices.

A motion by M. Clarno was seconded by M. Dent for WDB approval of the first quarter Finance Report and passed unanimously.

A motion made by E. Valenzuela was seconded by P. Roen for Governing Board approval of the first quarter Finance Report and passed unanimously.

XI. STATUS OF FUNDING APPLICATIONS

A. Prior Approval

M. Cross reviewed the status of previously approved funding applications.

1. Prison to Employment (P2E) 2.0 – The State has not yet announced awards for this project. NoRTEC requested \$1.5 million to fund job-seeker services to the justice-involved population.
2. AB 628 Breaking Barriers – The State has not yet announced awards for this project. NoRTEC requested \$750,000 to provide job-seeker services to the justice-involved population.

B. New Applications

M. Cross noted there were no new applications to be submitted.

XII. WORKFORCE DEVELOPMENT BOARD AND GOVERNING BOARD ELECTIONS

B. Williams reviewed the positions open for election for the Workforce Development Board and Governing Board. The following members were nominated for the stated positions:

1. Governing Board Chair – Paul Roen
2. Governing Board Vice Chair – Elizabeth Cavasso
3. Workforce Development Board Chair – Willy Hagge
4. Workforce Development Board Vice Chair – Susan Marie
5. Executive Committee Members – Dwight Beeson, Michele Piller, Amber Yearton

E. Valenzuela made a motion to nominate Paul Roen as the Governing Board Chair. The motion was seconded by G. Bridges and passed the Governing Board unanimously.

G. Hemmingsen made a motion to nominate Elizabeth Cavasso as Governing Board Vice Chair. The motion was seconded by L. Baugh and passed the Governing Board unanimously.

S. Marie made a motion to nominate Willy Hagge as Workforce Development Board chair. The motion was seconded by M. Clarno and passed the WDB unanimously.

P. Hagata made a motion to nominate Susan Marie as Workforce Development Board Vice Chair. The motion was seconded by S. Boston and passed the WDB unanimously.

L. Zorn made a motion to nominate Dwight Beeson, Michele Piller, and Amber Yearton to the Joint Executive Committee. The motion was seconded by S. Boston and passed the WDB unanimously.

XIII. OLD BUSINESS

There was no Old Business.

XIV. NEW BUSINESS (INFORMATION)

A. Upcoming WDB/Governing Board Meeting

The January 26, 2023, WDB/Governing Board meeting is scheduled from 10:00 am – 2:00 pm, at the Gaia Hotel and Spa in Anderson.

B. Other New Business

S. Sanchez announced a funding opportunity for small businesses.

XV. ADJOURNMENT

The meeting was adjourned at 11:37 a.m.