

NORTEC
WORKFORCE DEVELOPMENT BOARD AND GOVERNING BOARD
THURSDAY, AUGUST 24, 2023
ANDERSON, CA

I. CALL TO ORDER

W. Hagge, Workforce Development Board Chair, and E. Cavasso, Governing Board Vice-Chair, called the meeting to order at 10:01 a.m.

II. PLEDGE OF ALLEGIANCE

The pledge was recited.

III. ROLL CALL

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

IV. APPROVAL OF AGENDA

A motion by M. Dent, seconded by P. Hagata for WDB approval of the agenda, passed unanimously.

A motion by G. Bridges, seconded by E. Scofield, for Governing Board approval of the agenda passed unanimously.

V. PUBLIC COMMENT

There was no public comment.

VI. WORKFORCE DEVELOPMENT BOARD APPOINTMENTS (ACTION)

Trish Barbieri was introduced by W. Hagge as the nominee for the CalWORKS/TANF seat on the Workforce Development Board.

A motion by E. Valenzuela was seconded by E Scofield for Governing Board approval of Trish Barbieri for the CalWORKS/TANF seat on the Workforce Development Board passed unanimously.

VII. CONSENT AGENDA

W. Hagge reviewed the consent agenda items.

L. Russell made a motion for WDB approval of the consent agenda. The motion was seconded by H. Oilar and passed unanimously.

E. Valenzuela made a motion for the Governing Board approval of the consent agenda. The motion was seconded by G. Bridges and passed unanimously.

VIII. PY 2023/2024 FUNDING

M. Cross, NoRTEC Executive Director, reviewed Program Year 2023/2024 funding. P. Hagata raised questions about the Susanville CCC Closure Response funding of \$931,643. P. Hagata's questions about outreach to the individuals laid off in the closure, the effects on the business community, and hiring a consultant to provide outreach were answered by M. Cross and K. Farrell, AFDW Executive Director serving the Lassen County area affected by the closure. T. McGowan asked about NDWGs in Plumas County and the effects of those projects, and G. Bridges discussed future reporting of the CCC Closure Response funding.

IX. PROGRAM REPORT

M. Piller reviewed the program report.

A. Program Monitoring

M. Piller noted that the review results from the Spring 2023 monitoring will be reported in October.

B. State/Federal Monitoring

M. Piller noted that there were no findings for the state review of the Summer 201 Wildfires NDWG.

C. Universal Services, Client Enrollment, and Contract Performance

M. Piller reviewed the reports as presented in the agenda. She noted that while AFDW, Smart, and Job Training Center are individually missing performance standards, NoRTEC is meeting all performance standards. Any sanctions will be determined after performance is finalized by the state.

D. Customer Satisfaction Survey:

In addition to monitoring performance, NoRTEC wants to ensure that the needs of our clients are met helpfully and professionally. To that end, NoRTEC created a survey to measure customers' satisfaction with accessing our centers. Walk-in clients are offered a survey at the AJCC, either online or through a paper survey. Of the more than 1,351 surveys received, the results were positive from walk-in clients, enrolled clients, and employers.

E. Plant Closure Update:

M. Piller reviewed the report as presented in the agenda.

F. Headline Program Reports

M. Piller reviewed the report as presented in the agenda.

G. Staff Training

M. Piller reviewed the report as presented in the agenda.

R. Butler, seconded by D. Beeson, made a motion for Workforce Development Board approval of the fourth quarter program report. The motion passed unanimously.

E. Valenzuela, seconded by G. Bridges, made a motion for Governing Board approval of the fourth quarter program report. The motion passed unanimously.

X. STATUS OF FUNDING APPLICATIONS

A. New Applications

1. Quality Jobs, Equity, Strategy and Training (QUEST) National Dislocated Worker Grant – M. Cross reviewed the staff request to apply for \$500,000.

S. Sanchez made a motion for WDB approval of the staff request to apply for \$500,000 of QUEST NDWG funding. The motion was seconded by M. Dent and passed unanimously.

G. Bridges made a motion for Governing Board approval of the staff request to apply for \$500,000 of QUEST NDWG funding. The motion was seconded by E. Valenzuela and passed unanimously.

XI. STATE MONITORING

M. Cross reviewed the upcoming monitoring of the NoRTEC program, fiscal and procurement systems scheduled for September 2023.

XII. HIGH PERFORMING BOARD

M. Cross reviewed NoRTEC's certification as a High-Performing Board.

XIII. 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 a closed session at 11:05 a.m.

XIV. RECONVENE TO OPEN SESSION

The Workforce Development Board and Governing Board reconvened to open session at 11:40 a.m.

XV. REPORT OF ACTION FROM CLOSED SESSION

W. Hagge reported that direction was given to NoRTEC staff regarding agency goals.

XVI. OLD BUSINESS

No Old Business was discussed.

XVII. NEW BUSINESS

A. Upcoming WDB/Governing Board Meetings

The October 26th, 2023, WDB/Governing Board Meeting is scheduled for 10:00 a.m. – 2:00 p.m. at the Gaia Hotel and Spa in Anderson.

M. Cross noted a potential change in the time of the meeting to 9 a.m. to accommodate the time needed to review strategic planning.

B. Other New Business

No new additional New Business items were discussed.

XVIII. ADJOURNMENT

The meeting was adjourned at 11:47 a.m.