Minutes - October 28, 2005

NoRTEC
MINUTES
WIB AND GOVERNING BOARD
FRIDAY, OCTOBER 28, 2005
CHICO, CA

I. CALL TO ORDER

The meeting was called to order by J. Madden, WIB Chair, and B. Dennison, Governing Board Chair, at 9:10 a.m.

II. ROLL CALL

There was a quorum of both the WIB and the Governing Board. Roster

III. WIB APPROVAL OF MINUTES, APRIL 28, 2005

A motion by B. Maffett, seconded by T. Cochran, for WIB approval of the July 28, 2005, minutes as posted, passed the WIB unanimously.

A motion by W. Reiss, seconded by P. Cantrall, for Governing Board approval of the July 28, 2005, minutes as posted, passed the Governing Board unanimously.

IV. APPROVAL OF AGENDA

A motion by T. Cochran, seconded by L. Bosetti, for WIB approval of the October 28, 2005, agenda as posted, passed unanimously.

A motion by W. Reiss, seconded by G. Russell, for Governing Board approval of the October 28, 2005, agenda as posted, passed unanimously.
V. WIB APPOINTMENTS

There are no vacancies on the NoRTEC WIB.

VI. PUBLIC COMMENT

Patricia Cantrall thanked NoRTEC and especially the Alliance for Workforce Development for the Economic Summit in Alturas. She said it was a real help to local economic development efforts. She said it also had led directly to a gift from the Alturas Tribe to the ambulance Service of 10 much needed 2-way radios, for Advance Life Support.

There was no further public comment.

VII. PROGRAM COMMITTEE REPORT

M. Piller presented the Program Committee Report.

   i. NoRTEC Monitoring

   M. Piller noted there had been no program monitoring visits by NoRTEC since the last WIB/Governing Board meeting, and that the next round of monitoring would take place in the Spring, 2006.

   ii. State Monitoring

   M. Piller said a state program monitoring visit was conducted during the week of October 17-21, 2005. The monitor reviewed the Adult and Dislocated Worker programs, and visited the administrative office, the Butte PIC, the Shasta PIC, and the Siskiyou Employment & Training Program. The monitor had one finding, believing that the Operational MOUs in most of the nine counties within NoRTEC needed to be updated.

   C. Brown said the main reason they were out of date was because EDD had vacated a number of One Stops and they were still contained in the One Stop MOUs as a local on site partner. He said it shouldn't be too difficult to delete them and bring the MOUs up to date.

   iii. Client Numbers

   The following reports were reviewed and discussed. No problems were noted. (See agenda for links to reports.)

   - Job Seekers Accessing One-Stop Centers
   - Job Seekers Enrolled in the WIA Program
- Outcome Information On Customers Leaving The Programs
- One Stop Center Utilization Information
- One Stop Center Employer Service Information

iv. Contract Performance

The members reviewed contract performance. There were no concerns.

v. Plant Closure Update

The members reviewed the business closures that had taken place since the last meeting (see agenda for link to report).

vi. Community Coordinator Reports

M. Piller thanked the Community Coordinators for their informative and interesting quarterly reports. She encouraged all of the members to review the report from each county, which would tell them all kinds of things about local events and accomplishments.

vii. Web Site Technology Initiative

M. Piller reported the total number of local business websites transferred to the new North State Directory was 168. (See agenda for link.)

viii. One Stop Business Services

The members noted the websites addressing business services throughout the program. (See agenda for links.)

There were no Business Service presentations at this meeting, due to its shortened format.

ix. Staff Training

The members noted that since the last meeting, 69 individuals representing a cross-section of positions throughout NoRTEC attended the annual staff retreat, hosted by NoRTEC administration on September 20-21, 2005, in Blairsden, California. The overall theme of the two day affair was Reengineering for Business Services.

x. Youth Council Report

The members noted there was no Youth Council meeting this quarter to report on.
xi. EDD Veteran's Services

Robert Hansen from EDD provided a brief report on to the members on the services available to veterans in Butte County through EDD.

A motion made by G. Mistal, and seconded by L. McCord, for WIB approval of the First Quarter Program Committee Report, passed unanimously.

A motion made by W. Reiss, and seconded by S. Sampels, for Governing Board approval of the First Quarter Program Committee Report, passed unanimously.

VIII. FINANCE COMMITTEE REPORT

B. Hamby, Finance Committee Chair, presented the Finance Committee Report.

i. PY 2005/2006 Funding

B. Hamby reported NoRTEC currently has $12,689,418 in available funds for the PY 2005/2006 Program Year. He said another $800,000 has been requested. If it is received, NoRTEC will have $13,489,418 in available funding for the 2005/2006 program year. This would be a $1,878,490 decrease from the total amount of funding available during the 2004/2005 program year, due primarily to flat allocated funding and variable special project funding.

ii. Approval of Final PY 2004/2005 Fourth Quarter Financial Reports

The following final fourth quarter reports were presented to the members for approval. Hamby noted there had only been minor changes to a couple of the reports, and there were no areas of concern (see agenda for links to reports):

- PY 2004/2005 Contracts Summary
- PY 2004/2005 Service Provider Contract Modifications
- PY 2004/2005 Program Expenditure Report
- PY 2004/2005 NoRTEC Administrative entity Expenditure Report
- PY 20054/2005 NoRTEC WIB and Governing Board Expenditure Report

A motion made by M. Piller, and seconded by T. Cochran, for WIB approval of the final PY 2004/2005 Fourth Quarter expenditure reports passed unanimously.
A motion made by P. Cantrall, and seconded by W. Reiss, for Governing Board approval of the final PY 2004/2005 Fourth Quarter expenditure reports passed unanimously.

iii. Approval of the PY 2005/2006 First Quarter Financial Reports

First quarter financial reports for PY 2005/2006 were presented to the members for approval. Hamby reported there were no areas of concern from the Finance Committee (see agenda for link to reports):

- PY 2005/2006 Contracts Summary
- PY 2005/2006 Service Provider Contract Modifications
- PY 2005/2006 Program Expenditure Report
- PY 2005/2006 Administrative Entity Expenditure Report
- PY 2005/2006 NorTEC WIB and Governing Board Expenditure Report

The members engaged in a brief discussion of each of the reports. M. Cibula asked for clarification on the special projects and memberships/dues. M. Henriques asked for a report on the fee for service generated by the programs. M. Cross said he would start including a brief descriptive entry for the special projects. C. Brown said he would send out a report on the memberships/dues paid by NorTEC. After some discussion, the consensus was to not report on the fee for service generated by the programs.

A motion made by T. Cochran, and seconded by R. Hewett, for WIB approval of the PY 2005/2006 First Quarter expenditure reports passed unanimously.

A motion made by W., Reiss, and seconded by G, Russell, for Governing Board approval of the PY 2005/2006 First Quarter expenditure reports passed unanimously.


B. Hamby reported NorTEC's audit report was "clean." There were no findings, questioned costs, or recommendations resulting from the audit, and the Finance Committee was recommending the WIB accept the audit report as submitted.


A motion made by B. Maffett, and seconded by T. Cochran, for WIB approval of the First Quarter Finance Committee Report passed unanimously.

A motion made by W. Reiss, and seconded by P. Cantrall, for Governing Board approval of the First Quarter Finance Committee Report passed unanimously.

IX. STATUS OF FUNDING APPLICATIONS

i. Prior Approval

C. Brown reported on this item as presented in the agenda.

ii. New Applications

C. Brown requested permission to submit an $800,000 application for State Special Project funds to provide LVN to RN upgrade training in Lassen, Modoc, Plumas, Shasta, Siskiyou, Tehama, and Trinity Counties

A motion made by M. Piller, and seconded by T. Cochran, for WIB approval of NoRTEC submitting an application for $800,000 for an LVN to RN upgrade training project passed unanimously.

A motion made by P. Cantrall, and seconded by W. Reiss, for Governing Board approval of NoRTEC submitting an application for $800,000 for an LVN to RN upgrade training project passed unanimously.

X. EXECUTIVE COMMITTEE REPORT (DISCUSSION/ACTION)

A motion made by J. Reese, and seconded by L. Wright, for WIB approval of adding additional counties to the consortium and the Joint Powers Agreement, as long as they agree to join and abide under the same terms and conditions as the current NoRTEC members, subject to approval by the NoRTEC WIB and Governing Board, passed with a majority vote. J. Reese voted no.

A motion made by P. Cantrall, and seconded by W. Reiss, for Governing Board approval of adding additional counties to the consortium and the Joint Powers Agreement, as long as they agree to join and abide under the same terms and conditions as the current NoRTEC members, subject to approval by the NoRTEC WIB and Governing Board passed unanimously.
Upon passing the above motion, the WIB and Governing Board asked for public comment. There was none.

A motion made L. McCord, and seconded by L. Bosetti, for WIB approval of the NoRTEC application to add Sierra County to the NoRTEC Local Workforce Investment Area passed unanimously.

A motion made P. Cantrall, and seconded by W. Reiss, for Governing Board approval of the NoRTEC application to add Sierra County to the NoRTEC Local Workforce Investment Area passed unanimously.

XI. REPORT OF THE EDUCATIONAL/LEGISLATIVE COMMITTEE

There was some discussion of the role of this committee. It was recognized that NoRTEC can not directly lobby. NoRTEC can inform and educate. It was decided that NoRTEC needed to identify some issues and then decide how best to pursue their resolution.

XII. OLD BUSINESS (INFORMATION)

No Old Business was discussed.

XIII. NEW BUSINESS (DISCUSSION)

The members noted the next meeting would be held on Thursday, January 26, 2006, at the Holiday Inn in Redding, California.

XIV. ADJOURNMENT

There being no further Old or New Business, the meeting was adjourned at 10:45 a.m.

NoRTEC is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.

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