

BOARD ACTION FOR 2009 LAKE COUNTY REQUEST FOR PROPOSAL

**APPROVED
NCCC
GOVERNING BOARD
MINUTES**

May 14, 2009

The North Central Counties Consortium Governing Board met on the above date at 1:30 p.m. at the Colusa Casino Resort in Colusa.

ROLL CALL

Governing Board Members Present

Roger Abe
Carol Huchingson

Tom Indrieri
Larry Munger

Tracey Quarne

Governing Board Members Absent

None

INTRODUCTIONS

Self introductions of those in attendance were made.

WIB APPOINTMENT

Board Action: On a motion by Carol Huchingson and seconded by Tom Indrieri, the Governing Board reappointed Rich Gabel to a second term business seat on the WIB representing Yuba County. *Motion Carried.*

Board Action: On a motion by Roger Abe and seconded by Tom Indrieri, the Governing Board appointed Don Schrader to a business seat on the WIB representing Yuba County. *Motion Carried.*

ANNUAL ELECTION OF OFFICERS

Board Action: On a motion by Tom Indrieri and seconded by Roger Abe, the Governing Board voted to retain current officers Larry Munger as Chair and Tracey Quarne as Vice Chair for another term through June 30, 2010. *Motion Carried.*

LAKE COUNTY RFP SELECTION AND RECOMMENDATION FOR CONTRACT

Carol Huchingson abstained from discussing or voting on any action relating to the RFP process.

Discussion: Francene Kennedy stated the RFP for the operation and management of the Lake County One Stop in Lakeport was a competitive procurement and included a scoring process. Two proposals were received in response to the RFP – Lake One Stop Inc. and the Lake County Department of Social Services. The Lake One Stop Inc. proposal attained the higher score. If the contract were to be awarded to the bidder with the higher score, specific recommendations were identified to be met prior to the final awarding of the contract. It was also recommended that the NCCC Executive Director be authorized to negotiate the contract with these conditions in consultation with NCCC’s legal counsel and NCCC’s WIA consultant. Failure to comply with these conditions by July 1st would automatically trigger negotiations with the second bidder – Lake County Department of Social Services.

Under discussion, it was noted that NCCC is currently the operator and employer of record of the Lake County One Stop employees. NCCC cannot continue operational oversight responsibilities of the Lake One Stop as the initial purpose was transitional and temporary. It was also noted that for approximately six months the Lake One Stop Inc. non profit board had been aware of the option to build a consortium of three and reorganize; they did not choose that option, which compelled NCCC and the Lake Governing Board member to initiate an RFP process for the procurement of the Lake One Stop program.

The Board considered setting an earlier benchmark date of June 15, 2009 by when the conditions must be met so as to ensure that the Lake One Stop employees’ health and retirement are continual and uninterrupted. If Lake One Stop Inc. should fail to comply with these conditions by June 15th, the second bidder if awarded after negotiations would need to be ready to deliver program services by July 1st.

Board Action: On a motion by Tracey Quarne and seconded by Tom Indrieri, the Governing Board accepted the recommendation of the Selection Committee as delineated by NCCC’s Executive Director to accept the proposal of the Lake One Stop Inc. non profit entity with the following conditions:

- 1) Negotiate the contract to secure a full acting non profit board to include a Chair and public and private membership;
- 2) A **qualified permanent** Executive Director or CEO must be identified by the Lake One Stop Inc. with evidence of an employment contract included by June 15, 2009;
(As clarified by the Governing Board on June 8, 2009)
- 3) The Lake One Stop Inc. must identify with appropriate paperwork an adopted healthcare plan and an adopted retirement program for their employees by June 15, 2009;
- 4) The Lake One Stop Inc., must ensure all employees are transferred under the non profit entity as the employer of record and ensure all employee payroll and benefit procedures are in place effective June 15, 2009; and
- 5) Any other conditions previously outlined by NCCC Executive Director Kennedy must be finalized by June 15, 2009. *(Clarified by the Governing Board on June 8, 2009)*

Failure of the **Lake One Stop Inc.** to comply with these conditions by June 15, 2009 will automatically **terminate** the award of the contract **to them and will trigger negotiations with** the second bidder – Lake County Department of Social Services. Motion Carried.
Carol Huchingson abstained. (As clarified by the Governing Board on June 8, 2009)

PUBLIC COMMENT

There were no comments from the public.

CLOSED SESSION REGARDING PERSONNEL PURSUANT TO GOV. CODE §54957.6

The Governing Board recessed into closed session relating to a conference regarding personnel pursuant to Government Code §54957.6

REPORT OUT AND APPROVE APPLICABLE CLOSED SESSION ACTIONS AND RELATED PERSONNEL ITEMS

Board Action: On a motion by Tracey Quarne, seconded by Carol Huchingson and unanimously carried, the Governing Board took the following action pursuant to NCCC Personnel Administration and Compensation Rules and Regulations Section 2.6, Adding, Dividing, or Otherwise Changing Classes; Reallocation of Positions, Status of Employees Affected, which in part reads, *After conducting the position classification studies referred to in Section 2.5 above, the Director may recommend the establishment of additional classes and dividing, combining, altering, or abolishing existing classes:*

The Governing Board authorized the NCCC Executive Director to establish and appoint an individual to the position of Assistant Director as an additional duty. The salary to be determined and any salary increase considered to be appropriate shall be retroactive to this date.

Motion Carried.

Francene Kennedy stated that pursuant to classification studies she conducted internally, the position of Assistant Director was awarded to Nancy Crooks.

OTHER BUSINESS

Francene Kennedy commented that all active pending litigations have been cleared; one remains in appeal but is not active. The final judgment with the Appeal Democrat has been finalized and payment will be made in two payments.

There were no other matters brought before the Governing Board.

ADJOURNMENT

There being no further business, the meeting was adjourned at 2:55 p.m.

ATTEST:

APPROVED ON:

Larry Munger, Chairperson
Governing Board