

**NCCC
GOVERNING BOARD AND
WORKFORCE INVESTMENT BOARD
MINUTES**

June 19, 2008

The North Central Counties Consortium WIB and Governing Board met on the above date at 2:00 p.m. at Sutter County Superintendent of Schools in Yuba City. Attendance was noted.

GOVERNING BOARD MEMBERS PRESENT

Carol Huchingson	Tracey Quarne
Tom Indrieri	Don Schrader

GOVERNING BOARD MEMBERS ABSENT

Larry Munger

WORKFORCE INVESTMENT BOARD MEMBERS PRESENT

Diana Barry	Paul Mendoza	Joe Pelaez
Ben Bhangu	Suzanne Nobles	Scharlene Reid
Ron Campbell	Ralph Newlin	Henry Sanchez
John Coots	Dan Obermeyer	Doug Sloan
Jim Lambert	Bill Padgett	Ric Teagarden
Gary Lewis	Randy Page	

WORKFORCE INVESTMENT BOARD MEMBERS ABSENT

Robert Carr	Mickey Harrington	Rod Soeth
Rich Gabel	Catherine Madsack	Martha Steward
Armando Guerrero	Chris Paige	

OTHERS ATTENDING

Stewart Knox	Lettie Seaver	Nancy Crooks
Cindy Newton	Cheryl Riley	Kim Gaghagen
Luis Moreno	Lora Ceccon	Ann Lambert
Patti Clary	Linda Joseph	David Allee
Joe D'Andrea	Kelly Burks	Rinky Basi
Judy Dech	Pam Tellez	Sharon Anderson
Eric Pomeroy	Irma Sanchez	

ADJUSTMENTS TO AGENDA

An addition was made to agenda item *16. Program Presentation* to include a presentation from Lake County.

WELCOME AND INTRODUCTIONS

Randy Page introduced Eric Pomeroy newly hired Program Services Coordinator with Tri-County ROP.

Self-introductions of the membership and the audience followed.

APPROVAL OF MINUTES – MARCH 13, 2008 MEETINGS

WIB Action: On a motion by Joe Pelaez and seconded by Gary Lewis, the WIB approved the minutes of the March 13, 2008 meeting as submitted. *Motion Carried.*

Governing Board Action: On a motion by Tracey Quarne and seconded by Tom Indrieri, the Governing Board approved the minutes of the March 13, 2008 meetings as submitted. *Motion Carried.*

PUBLIC COMMENT

There were no comments from the public.

DIRECTOR'S REPORT

Rescissions: Stewart Knox spoke about the federal funding rescissions and the fiscal impact on NCCC counties. The total rescissions for the Consortium amounted to approximately \$113,000 for this fiscal year.

Federal/State Legislative Update: Stewart Knox commented on WIA reauthorization – a continuing resolution is anticipated through 2010; and he spoke about several bills currently being discussed at the state level.

WIB APPOINTMENTS

Governing Board Action: On a motion by Tracey Quarne and seconded by Tom Indrieri, the Governing Board reappointed Joe Pelaez to a business seat on the WIB representing Sutter County. *Motion Carried.*

On a motion by Tracey Quarne and seconded by Carol Huchingson, the Governing Board reappointed Doug Sloan to a business seat on the WIB representing Yuba County. *Motion Carried.*

On a motion by Carol Huchingson and seconded by Tom Indrieri, the Governing Board reappointed Dan Obermeyer to the WIB representing economic development. Motion Carried.

It was noted that recruitment is open for current membership vacancies on the WIB, which include a seat for organized labor and business seats for Colusa, Lake, Sutter and Yuba counties. Tracey Quarne noted that currently there were no membership vacancies from Glenn County.

APPROVAL OF 2008/2009 NCCC ADMINISTRATIVE OFFICE BUDGET

Nancy Crooks presented the proposed NCCC Administrative Office and WIB/Governing Board budgets for PY 2008/2009. Ms. Crooks commented that there was a 14-15% increase in funding allocations for next year; however, the proposed NCCC budget reflected only a 2% increase so more funds could be allocated to the Consortium counties. Ms. Crooks noted that the NCCC Administrative Office moved to a smaller facility this year, which also resulted in cost savings in rent and utilities.

Ric Teagarden commented on the budget that reflected rent at .90/sq. ft. He noted that after other costs are factored in – utilities, phone, internet, janitorial, etc. – as they are for other programs, the cost is significantly more than that.

Governing Board Action: On a motion by Tom Indrieri and seconded by Tracey Quarne, the Governing Board accepted the PY 2008/2009 NCCC Administrative Office and WIB/Governing Board budgets as submitted. Motion Carried.

WIB Action: On a motion by Gary Lewis and seconded by Joe Pelaez, the WIB accepted the PY 2008/2009 NCCC Administrative Office and WIB/Governing Board budgets as submitted. Motion Carried.

APPROVAL OF FINANCE COMMITTEE RECOMMENDATIONS

Joe Pelaez presented the committee's recommendations and made a motion for approval with Gary Lewis making the second:

1. NCCC shall negotiate with each county an indirect rate that best compliments the efforts of the WIB and the overall program delivery for each center.
2. The percentage of participant set-aside/support services, including case management, to full allocations shall be a minimum of: Adult-25%; Dislocated Worker-25%; Youth-35%.
3. NCCC shall prepare and issue at its earliest convenience an RFP for provider services so that goals, objectives, standards and benchmarks can be further defined.
4. All future submittals for budgets and invoicing shall be consistent with NCCC documentation requirements to avoid unnecessary duplication and efforts.

Committee Chair Doug Sloan thanked the committee for their time and effort and he apologized for being unable to attend the June 9th Finance Committee meeting due to illness.

Discussion was held about the recommendations, primarily the factors to be considered during the development of the RFP process, and establishing an RFP timeline. Additionally, adjustments were made to item #1 to addwith the provider of services in each county, and to item #3 to insertfor all provider services.

WIB Action: The WIB approved the Finance Committee's recommendations as discussed.
Motion Carried.

Governing Board Action: On a motion by Tracey Quarne and seconded by Tom Indrieri, the Governing Board approved the Finance Committee's recommendations as discussed with the adjustments made to recommendations #1 and #3, and directed staff to prepare and distribute a rough draft of the RFP to all Board members no later than November 1, 2008 for review and possible approval at the regularly scheduled November 20th Board meeting. Motion Carried.

WIB Action: On a motion by Joe Pelaez and seconded by Gary Lewis, the WIB concurred with the Governing Board and approved the revised Finance Committee's recommendations as discussed with the adjustments made to recommendations #1 and #3, and directed staff to prepare and distribute a rough draft of the RFP to all Board members no later than November 1, 2008 for review and possible approval at the regularly scheduled November 20th Board meeting.
Motion Carried.

ELECTION OF WIB & GOVERNING BOARD OFFICERS

Governing Board Action: Don Schrader entertained nominations for Governing Board Chair and nominated Larry Munger with Tom Indrieri making the second. There being no further nominations from the floor, nominations for Chair were closed. Motion Carried. Don Schrader entertained nominations for Governing Board Vice Chair. Tom Indrieri nominated Tracey Quarne with Carol Huchingson making the second. There being no further nominations from the floor, nominations for Vice Chair were closed. Motion Carried. The Governing Board elected Larry Munger and Tracey Quarne as Chair and Vice Chair through June 30, 2009.

WIB Action: Jim Lambert entertained nominations for WIB Chair. Doug Sloan nominated Jim Lambert. Mr. Lambert regretfully declined stating that he would be resigning from the Board. Jim Lambert nominated Doug Sloan with Dan Obermeyer making the second. There being no further nominations from the floor, nominations for Chair were closed. Motion Carried. Jim Lambert entertained nominations for WIB Vice Chair. Ralph Newlin nominated Joe Pelaez with Paul Mendoza making the second. There being no further nominations from the floor, nominations for Vice Chair were closed. Motion Carried. The WIB elected Doug Sloan and Joe Pelaez as Chair and Vice Chair through June 30, 2009.

GRANT APPLICATIONS FUNDING STATUS

NCCC Construction Talent Transfer Grant: The Boards considered NCCC's Construction Talent Transfer grant application. NCCC was awarded \$500,000 to provide training and education to 91 workers dislocated from the residential construction industry and assist them in expanding their skills for employment in public works occupations. NCCC was one of nine

statewide entities awarded funding. Staff thanked WIB labor representatives John Coots and Armando Guerrero for their input and participation in developing the grant.

Governing Board Action: On a motion by Carol Huchingson and seconded by Tracey Quarne, the Governing Board accepted NCCC's Construction Talent Transfer grant application as presented and authorized the Executive Director to finalize any award. *Motion Carried.*

WIB Action: On a motion by Gary Lewis and seconded by Ben Bhangu, the WIB accepted NCCC's Construction Talent Transfer grant application as presented and authorized the Executive Director to finalize any award. *Motion Carried.*

PY 06/07 RETURN ON INVESTMENT REPORT

Cindy Newton reviewed the PY 06/07 return on investment outcomes for the Consortium and individual member counties. NCCC's overall return on investment for PY 2006/2007 was \$1.80, a slight decrease from \$1.88 last year. Ms. Newton congratulated the Glenn County One Stop for having the highest return per dollar invested at \$3.54; Colusa County at \$1.47; Lake County at \$1.36; Sutter at \$1.71; and Yuba County at \$1.32.

PARTICIPANT SERVICES REPORT

Cindy Newton reported on program performance outcomes for the third quarter. Outcomes for the STARRS, TJC Storm, Auto Tech and Nursing projects were also reviewed. No areas of concern were noted at this time.

FISCAL REPORT

Nancy Crooks reviewed NCCC's formula funding allocations for Program Year 2008/2009, which amounted to about a 15% increase from last program year. Funding allocations for the five Consortium county service providers were also presented.

AB 2448 TRI-COUNTY ROP PLAN PRESENTATION

Randy Page, Tri-County ROP Director, gave a presentation on Tri-County ROP's Draft AB 2448 Course Sequencing Plan. This document outlines how ROP plans to better connect secondary and post-secondary Career Technical Education programs by creating sequences of industry specific courses in programs between high school and community college programs.

PROGRAM PRESENTATIONS

Yuba College: Judy Dech gave a presentation on the Yuba College WIA program and spoke about the collaboration between her program and the One-Stops. Ms. Dech also reported on vocational program successes as a result of recruitment efforts and referrals from the One-Stops.

Lake County One-Stop: Pam Tellez reported on Lake County One-Stop's Auto Tech program. To date, 23 participants have been enrolled in the program. Training providers include Mendocino College, Universal Technical Institute and several local employers.

OTHER BUSINESS

Don Schrader announced that Jim Lambert is resigning from the WIB after today's meeting and that Stewart Knox is leaving NCCC as of July 31st to take another position.

On behalf of the WIB and the Governing Board, Stewart Knox presented an award of appreciation to Jim Lambert for his years of membership on the WIB. Mr. Lambert was recognized for his leadership as WIB Chair, his dedication, contributions, and support over the years. Jim Lambert expressed his heartfelt gratitude to the WIB, Governing Board, service providers and NCCC staff with who he had the pleasure of working with over the past 14 years.

An award of appreciation was also presented to Stewart Knox for his service as NCCC Executive Director. Jim Lambert recognized Mr. Knox for his successful leadership and direction through NCCC's past organizational challenges.

Cindy Newton and Gary Lewis expressed their appreciation to both Jim Lambert and Stewart Knox for their leadership and support of the organization.

Don Schrader stated that the Governing Board appointed Carol Huchingson and Tracey Quarne to serve on a committee to oversee the hiring of a new Executive Director. Three WIB members who are also being requested to serve on this committee are Doug Sloan, Rich Gabel and Ron Campbell. It was noted that the position will be posted and opened for recruitment on Monday.

The next WIB/Governing Board meeting is scheduled to be held on August 21st at a location to be determined.

There were no other matters brought before the WIB or the Governing Board.

ADJOURNMENT

There being no further business, the meeting was adjourned at 3:42 p.m.

ATTEST:

Larry Munger, Chairperson
Governing Board

Doug Sloan, Chairperson
Workforce Investment Board

APPROVED ON: _____

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