

NORTEC
WDB AND GOVERNING BOARD MINUTES
THURSDAY JANUARY 28, 2016
ANDERSON, CA

I. CALL TO ORDER

The meeting was called to order by J. Cook, WIB Chair, and S. Thrall, Governing Board Chair, at 10:03 a.m.

II. PLEDGE OF ALLEGIANCE

The pledge was recited.

III. ROLL CALL

There was a quorum of both the WIB and Governing Board: [Roster](#)

IV. APPROVAL OF AGENDA

A motion made by T. Cochran, and seconded by J. Cox, for WDB approval of the October 22, 2015, agenda passed the WIB unanimously.

A motion made by E. Valenzuela, and seconded by L. Baugh, for Governing Board approval of the October 22, 2015, agenda passed the Governing Board unanimously.

V. PUBLIC COMMENT

There was no public comment.

VI. WORKFORCE DEVELOPMENT BOARD APPOINTMENTS

S. Thrall provided an overview of the Workforce Development Board appointment process for the Governing Board.

A. Private Industry

A motion made by L. Baugh, and seconded by B. Williams, to appoint Dwight Beeson, Jim Cook, Jesse Cox, Tom Dines, Steven Drageset, Willy Hagge, Duane Heryford, Judi Madden, Claudia Martin, Gil Mathew, Wade Meith, Hiram Oilar, Dena Platz, Ron Sandler, and Joe Wilson to represent Private Industry on the NoRTEC Workforce Development Board, passed unanimously.

B. Organized Labor

A motion made by J. Fenley, and seconded by E. Valenzuela, to appoint Shane Mortensen, Larry Russell, and John Wilson to represent Organized Labor on the NoRTEC Workforce Development Board, passed unanimously.

C. Apprenticeship

A motion made by L. Baugh, and seconded by B. Williams, to appoint Andrew Meredith to represent apprenticeship training programs on the NoRTEC Workforce Development Board, passed unanimously.

D. TANF/Health and Human Services

A motion made by E. Valenzuela, and seconded by S. Lambert, to appoint Melody Brawley and Cathi Grams to represent TANF/Health and Human Services on the NoRTEC Workforce Development Board, passed unanimously.

E. Community Based Organizations

A motion made by L. Baugh, and seconded by P. Huebner, to appoint Connie Barton and Michele Piller to represent community based organizations on the NoRTEC Workforce Development Board, passed unanimously.

F. Higher Education

A motion made by J. Wills, and seconded by J. Fenley, to appoint Joe Wyse to represent higher education on the NoRTEC Workforce Development Board, passed unanimously.

G. Adult Education

A motion made by P. Huebner, and seconded by E. Valenzuela, to appoint Rich DuVarney to represent adult education on the NoRTEC Workforce Development Board, passed unanimously.

H. Rehabilitation

A motion made by L. Baugh, and seconded by P. Huebner, to appoint Harry Ellis to represent the Department of Rehabilitation on the NoRTEC Workforce Development Board, passed unanimously.

I. Wagner-Peyser Program

A motion made by E. Valenzuela, and seconded by J. Fenley, to appoint Tammy Gildea to represent Wagner-Peyser programs on the NoRTEC Workforce Development Board, passed unanimously.

J. Economic Development

A motion made by J. Wills, and seconded by J. Fenley, to appoint Tom Cochran to represent economic development on the NoRTEC Workforce Development Board, passed unanimously.

K. Community Representatives

A motion made by J. Wills, and seconded by E. Valenzuela, to appoint Linda Zorn as a community representative on the NoRTEC Workforce Development Board, passed unanimously.

VII. CONSENT AGENDA

J. Cook briefly explained the consent agenda format adopted at the previous meeting. Cook asked if there were any questions, and hearing none, he asked for a motion for approval.

A motion made by L. Russell, and seconded by A. Meredith, for WDB approval of the Consent Agenda items, passed the WDB unanimously.

A motion made by J. Fenley, and seconded by J. Hemmingsen, for Governing Board approval of the Consent Agenda items, passed the Governing Board unanimously.

VIII. PROGRAM PRESENTATIONS

M. Cross provided a brief overview of NoRTEC's structure and operations. Each of the Service Providers also provided information on the programs operational in their counties.

Link to PowerPoint Presentations:

- [NoRTEC Overview](#)
- [AFWD Presentation](#)
- [RHS Presentation](#)
- [SMART Presentation](#)
- [STEP Presentation](#)
- [JTC Presentation](#)

IX. EXECUTIVE COMMITTEE REPORT

S. Thrall said the committee recommended to not elect new WDB officers, especially since all WIB officers were currently WDB members. She said the committee also wanted to leave the three standing committees of the WDB in place.

T. Brown discussed the on-site review by the Compliance Review Division of the State of California to determine NoRTEC's readiness for the implementation of WIOA. Brown stated she did not believe there would be any findings.

S. Thrall said the committee supported the hiring of a new NoRTEC employee to support current staff and focus on program quality.

S. Thrall reported staff were working on updating the Operating Agreement between the Governing Board (LEO) and the new Workforce Development Board.

J. Cook reported on the monitoring of service providers, and M. Cross shared that RHS' fiscal issues seem to have been resolved, but they were waiting on concurrence from the auditor that had just completed RHS' audit.

J. Cook asked M. Cross to explain the Butte PIC issue. Cross reported this was an issue from the closure of the Butte PIC five years before and that he thought everything was okay. Then, out of the blue, NoRTEC received a letter questioning \$144,000 of costs. Cross said he had been working on the issue and believed he had obtained the necessary documentation to show the costs were legitimate and appropriate. He said the information would be submitted to the State and he would continue to keep the Executive Committee apprised of the situation.

X. WDB OFFICER AND EXECUTIVE COMMITTEE REPRESENTATIVE ELECTIONS

J. Cook asked if there was additional discussion on the proposal to leave the current slate of WIB officers and elected Executive Committee members in place for the new Workforce Development Board. There was no additional discussion.

A motion made by L. Russell, and seconded by C. Martin, to continue with the current slate of Chair, Vice Chair, and Executive Committee members until the January 2017 meeting, passed the WDB unanimously.

XI. STATUS OF FUNDING APPLICATIONS

M. Cross reported there were no outstanding applications or new applications needing approval.

XII. "HOUSEKEEPING" ITEMS

T. Brown provided a brief orientation to NoRTEC procedures for the new Workforce Development Board members: [NoRTEC Orientation](#)

XIII. OLD BUSINESS

There was no Old Business.

XIV. NEW BUSINESS

M. Cross reported the next meeting would incorporate a planning session the day before the normally scheduled meeting and would be held on April 27-28, 2016, at the Gaia Hotel and Spa in Anderson.

XV. ADJOURNMENT

The meeting was adjourned at 1:01 p.m.