

NORTEC
WDB AND GOVERNING BOARD AGENDA
THURSDAY, OCTOBER 27, 2016
10:00 AM – 2:00 PM
GAIA HOTEL AND SPA
4125 RIVERSIDE PLACE
ANDERSON, CA

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. APPROVAL OF AGENDA (ACTION)

Recommended Action:

WDB approval of the agenda, with revisions if needed, as posted.

Governing Board approval of the agenda, with revisions if needed, as posted.

V. PUBLIC COMMENT

Members of the public will be invited to make brief comments regarding any aspect of NoRTEC business.

VI. WORKFORCE DEVELOPMENT BOARD APPOINTMENTS (INFORMATION)

Currently, there are no vacancies on the Workforce Development Board.

VII. PLANNING SESSION (DISCUSSION)

Staff from Thomas P. Miller and Associates (TPMA) will facilitate the continued NoRTEC planning process covering the following topics:

- Review of work done to date
- Regional Industry Sector and Labor Market Report
- Prioritizing Industry Sectors
- Draft Goals and Strategies

Following are links to:

[Draft Regional Labor Market Profile and Industry Sector Analysis](#)
[Draft Goals and Strategies](#)

VIII. CERTIFICATION OF THE WORKFORCE DEVELOPMENT BOARD (INFORMATION)

The WIOA legislation requires that the Governor certify Local Boards once every two years. With the seating of the last two unfilled Workforce Development Board seats at

the August 26, 2016, meeting, the NoRTEC Workforce Development Board has now been certified. This certification is effective until June 30, 2018. [Certification Letter](#)

IX. MEMORANDUM OF UNDERSTANDING, PHASE II (INFORMATION)

The WIOA legislation requires NoRTEC to develop MOUs with all One Stop/AJCC partners present in the NoRTEC service area. NoRTEC is required to negotiate an MOU with the following partners:

- WIOA Title I Adult, Dislocated Worker, and Youth
- WIOA Title II Adult Education and Literacy
- WIOA Title III Wagner-Peyser
- WIOA Title IV Vocational Rehabilitation
- Carl Perkins Career Technical Education
- Title V Older Americans Act
- Job Corps
- Native American Programs (Section 166)
- Migrant Seasonal Farmworkers (Section 167)
- Veterans
- Youth Build
- Trade Adjustment Assistance Act
- Community Services Block Grant
- Housing & Urban Development
- Unemployment Compensation
- Second Chance
- Temporary Assistance for Needy Families/CalWORKs

The State has separated the MOU development process into two distinct phases. Phase I addressed service coordination and collaboration amongst the partners. Phase I MOUs are mostly complete at this time.

Phase II will address how to financially sustain the One Stop/AJCC system through the use of resource sharing and joint infrastructure cost funding, and is supposed to be in place by June 30, 2017. Because this phase of the MOU process will require partners to agree on what costs should be shared and how to allocate those costs, we expect this phase to be more complicated than Phase I.

Co-located partners will be required to fund a proportionate share of One Stop/AJCC infrastructure and other system costs through cash or in-kind contributions. For the most part, co-located partners are already sharing facility costs, so we do not expect this to be a major stumbling block, but it will take some time to detail costs in the State's required format.

Non co-located partners will be asked to provide an assurance in the Phase II MOU that they agree to pay their proportionate share of infrastructure costs (either through cash or in-kind contributions) as soon as sufficient data are available to make a determination of their proportionate share.

The State is providing a technical assistance meeting to One Stop/AJCC partners on October 26, 2016. This session should give partners more guidance on how to comply with the WIOA requirements. A large number of our partners are scheduled to attend.

X. CONSENT AGENDA (ACTION)

Click on the link for each item below to view the full documents/reports:

A. [WDB/Governing Board Meeting Minutes, August 26, 2016](#)

Click above for access to the minutes from the previous meeting.

B. [Program Report](#)

This quarter's report provides information on the performance measures under WIOA, and routine quarterly program reports. There are no areas of concern at this time.

NoRTEC's Drought Project was also reviewed by the Compliance Review Division (CRD) at the State, and there were no findings. A copy of the report is accessible on the Program Report.

The Program Committee has reviewed the information and recommends approval of the Program Report to the WDB and Governing Board.

C. [Financial Report](#)

This quarter's report provides routine financial information for the first quarter of this program year, and the final reports for last program year (PY 2015/2016). There are no areas of concern at this time.

The Drought Project review noted above in the Program Report also included a financial review. As noted above, there were no findings.

The Finance Committee has reviewed the information and recommends approval of the Finance Report to the WDB and Governing Board.

Recommended Action:

WDB approval of the consent agenda reports.

Governing Board approval of the consent agenda reports.

XI. EXECUTIVE COMMITTEE REPORT (INFORMATION)

The Executive Committee did not meet this past quarter.

XII. YOUTH PROGRAM POLICY (ACTION)

The following Youth Program Policy was provided to the Program Committee for review and modification prior to the posting of this agenda: [Youth Program Policy](#)

Recommended Action:

WDB approval of the Youth Program Policy, as posted.

Governing Board approval of the Youth Program Policy, as posted.

XIII. STATUS OF FUNDING APPLICATIONS (INFORMATION)

A. Prior Approval

1. Drought Project – Staff submitted a request for an additional \$500,000 of drought project funding. We have been notified it has been funded and we expect to receive the funds in the near future. The contract total is now \$4,910,000 and the project will continue through December 31, 2017.
2. MCLAUS XII – Staff are working on an MCLAUS XII project, and will submit it in mid-November.

B. New Applications

The California Workforce Development Board released an RFP for Workforce Accelerator Funds that will provide up to \$150,000 per project to improve labor market skills and outcomes through strategies that fill gaps, accelerate processes, or customize services to ensure greater access to workforce services and employment opportunities. Staff are requesting approval to submit two applications:

1. Young Adults – Deferred Entry of Judgement Pilot Program – This project will target first time offenders in Butte and Nevada Counties, aged 18-21, with the intent of keeping them out of the county jail and providing a comprehensive array of services including career counseling, education and training services, and an opportunity to have felony charges dismissed upon successful completion of the program. This project is authorized by SB 1004, and it will be operated in five counties in the State of California. Butte and Nevada are two of the five counties authorized to operate this pilot program, and AFWD was asked by Juvenile Hall and the Probation Departments in each county to work collaboratively on the project. The amount requested for this proposed project is \$150,000.
2. Lanza – This project proposes to assist with the development and implementation of an educational program to address the needs of local employers in the healthcare industry. Local employers state many positions that require the worker be “certified” as bilingual go unfilled. Adult education and career technical education programs are looking to work cooperatively with the Job Training Center of Tehama County to put together curriculum and provide training opportunities to increase the availability of certified bilingual individuals in the local labor pool. The amount requested for this proposed project is \$111,000.

Recommended Action:

WDB approval of staff submitting two Workforce Accelerator Fund applications to the California Workforce Development Board to fund the Deferred Entry of Judgement Program for \$150,000, and the Lanza program for \$111,000.

Governing Board approval of staff submitting two Workforce Accelerator Fund applications to the California Workforce Development Board to fund the Deferred Entry of Judgement Program for \$150,000, and the Lanza program for \$111,000.

XIV. OLD BUSINESS (INFORMATION)

A. Schedule Change for WDB/Governing Board Meetings

At the August 25, 2016, meeting, the board discussed the possibility of changing its meeting schedule in calendar year 2017. The change was proposed to provide more time for review of the agenda by the Program and Finance Committees.

Due to board member concerns about changing the meeting dates, the proposed schedule change has been dropped in favor of the current meeting schedule. Staff will work with the WDB committees to make sure there is sufficient time for committee review of the agenda prior to board meetings.

The meeting schedule for calendar year 2017 is:

- Thursday, January 26, 2017 – (Chico)
- Thursday, April 27, 2017 – (Anderson)
- Thursday, August 24, 2017 – (Chico)
- Thursday, October 26, 2017 – (Anderson)

B. Other Old Business

Additional Old Business items may be brought up for discussion, at the pleasure of the NoRTEC WDB and Governing Board members.

XV. NEW BUSINESS (INFORMATION)

A. Upcoming WDB/Governing Board Meetings

The next WDB/Governing Board meeting will be held on January 26, 2017, at Butte Creek Country Club in Chico, from 10:00 am – 2:00 pm.

B. Other New Business

Additional New Business items may be brought up for discussion, at the pleasure of the NoRTEC WDB and Governing Board members.

XVI. ADJOURNMENT