NORTEC
WORKFORCE DEVELOPMENT BOARD AND GOVERNING BOARD
MINUTES
THURSDAY, OCTOBER 23, 2025
CANYON OAKS COUNTRY CLUB
CHICO, CA

I. CALL TO ORDER

Workforce Development Board Chair, S. Marie, called the meeting to order at 10:02 am.

II. PLEDGE OF ALLEGIANCE

The pledge was recited.

III. ROLL CALL

The Workforce Development Board (WDB) and the Governing Board (GB) met quorum: Roster

IV. APPROVAL OF AGENDA (ACTION)

A motion by A. Yearton, seconded by L. Zorn for WDB approval of the agenda, passed unanimously.

A motion by S. Starr, seconded by G. Bridges for GB approval of the agenda, passed unanimously.

V. PUBLIC COMMENT

There was no public comment.

VI. WORKFORCE DEVELOPMENT BOARD VACANCIES (INFORMATION)

S. Marie reviewed the WDB vacancies. NoRTEC Executive Director, Wendy Zanotelli, said that NoRTEC has received letters of recommendation for the Organized Labor – At-Large position. Staff is working to find nominees for the remaining vacancies for appointment consideration at the next board meeting.

VII. CONSENT AGENDA

S. Marie reviewed the consent agenda items.

A motion by Joe Wilson, seconded by M. Clarno for WDB approval of the consent agenda, passed with one abstention from P. Artz and one abstention from R. Richardson.

A motion by G. Bridges, seconded by E. Valenzuela for GB approval of the consent agenda, passed unanimously.

VIII. EXECUTIVE DIRECTOR REPORT (INFORMATION)

NoRTEC Executive Director, Wendy Zanotelli, said she will provide an Executive Director Report at each meeting. She thanked the board for selecting her as the Executive Director and acknowledged NoRTEC and service provider staff. W. Zanotelli welcomed the board's input for items they want covered in future meetings. GB Chair R. Leutwyler and other members welcomed and congratulated W. Zanotelli.

Regional Advisor Gustavo Alatorre said the Local and Regional Plan for PY 25-28 and the application for the board's recertification for PY 25-27, were approved.

IX. JOINT RESOLUTION OF THE NORTEC GOVERNING BOARD AND THE WORKFORCE DEVELOPMENT BOARD: REDEFINING THE COLLABORATIVE ROLE OF SERVICE PROVIDERS IN NORTEC'S REGIONAL WORKFORCE SYSTEM (INFORMATION)

W. Zanotelli thanked the board for passing the resolution to formalize the partnership between NoRTEC and service providers. AFWD Executive Director Kristine ZuaZua and JTC Executive Director Carrie Ferchaud also thanked the board and NoRTEC and each shared a few things their agencies are working on and provided participant stories.

On behalf of SMART, W. Zanotelli provided updates on things SMART is working on and provided a participant story. W. Zanotelli said that both SMART and AFWD's boards have agreed that K. ZuaZua will be subcontracted as SMART's Executive Director. Currently, they are not committing to a merger but are working behind the scenes to share resources such as HR and data services and marketing.

John Wilson asked if there is tracking for 4-5 years from the date of hire to see if people stay in the trades. K. ZuaZua replied they only conduct tracking for a year. Most stay in the trade since the training is extensive. C. Ferchaud said they do not have tracking for 4-5 years, but the clearing house data might since they track students longer.

X. PY 2025/2026 FUNDING (INFORMATION)

A. Campos reviewed PY 2025/2026 Funding information as posted on the agenda noting that CA Manufacturing was complete and RERP and P2E 2.0 were wrapping up.

Project	PY 2025/2026 Funds Available	Additional Funds Requested/ Pending Allocation	Total
Adult	$3,678,265	$0	$3,678,265
Youth	$3,720,368	$0	$3,720,368
Dislocated Worker	$2,706,121	$0	$2,706,121
Rapid Response	$704,063	$0	$704,063
Rapid Response – Layoff Aversion	$376,036	$0	$376,036
CA Manufacturing (CMTC)	$21,805	$0	$21,805
RERP Initiative	$36,878	$0	$36,878
Prison to Employment 2.0	$7,664	$0	$7,664
CA Jobs First Partnership Data Project	$1,510	$0	$1,510
Digital Literacy Outreach Projects	$165,844	$0	$165,844
South Bay Apprenticeship Project	$17,550	$0	$17,550
High Performing WDB	$5,555	$0	$5,555
COYA	$279,497	$0	$279,497
Accelerator 12	$854,048	$0	$854,048
2024 Storms	$569,064	$0	$569,064
Chico State – Catalyst Program	$242,000	$0	$242,000
DOR – AJCC Collaborative	$0	$993,000	$993,000
TOTAL	**$13,386,268**	**$993,000**	**$14,379,268**

XI. FINANCE REPORT (ACTION)

A. Approval of the 2025/2026 First Quarter Financial Reports

W. Zanotelli reviewed Finance Reports noting the bottom-line numbers are accurate while there is still work to do on allocations.

L. Zorn commented she would like to know more about federal level funding.
W. Zanotelli said funding has increased a bit for key areas and NoRTEC will receive first and second rounds of funding.

John Wilson asked what we think our funding will be with all the cuts made by the president. G Alatorre said the forecast is still looking good for WIOA.

W. Zanotelli finished the review of the reports and said there were no areas of concern in the 2025/2026 First Quarter Financial Reports. Additionally, staff recently completed service provider fiscal and program monitoring with no findings.

A Campos noted EDD monitoring of NoRTEC changed to January 2026 from October.

A motion made by L. Russell, seconded by R. Richardson, for WDB approval of the finance report passed unanimously.

A motion made by G. Bridges, seconded by E. Valenzuela, for GB approval of the finance report passed unanimously.

XII. GB/WDB COMMITTEE UPDATES (INFORMATION)

W. Zanotelli provided updates on the Executive, Finance and Program committees saying she has created charters for each committee to give guidance about their roles.

L. Zorn commented that she would like to meet sooner than a week before board meetings. W. Zanotelli said her plan is to set recurring meetings for the year.

XIII. STATUS OF FUNDING APPLICATIONS (INFORMATION)

A. New Applications

W. Zanotelli said there were no new applications.

B. Prior Approval

W. Zanotelli said there were no applications for prior approval.

C. Submitted Applications Update

G. Alatorre explained that NoRTEC staff sent a request to the California Workforce Development Board (CWDB) for Proposition 47 Cohort 5 funding. The CWDB did not receive an award for Prop 47 funding. CWDB thanked NoRTEC and the other workforce development boards who took part in the application process.

G. Alatorre also explained there will be a second round of WIOA funds. The Adult and Dislocated Worker award notices were received, but the terms and conditions will be released by the Department of Labor after the government shut down is over. There will be no delays for NoRTEC to receive funding once released. No significant changes are expected to the terms and conditions.

XIV. OLD BUSINESS (INFORMATION)

G. Mathew asked if anyone could help him with an introduction and tour of the decommissioned biomass facilities in Loyalton and Anderson. Joe Wilson said he can help and D. Gayner said she can help with the Loyalton facility.

XV. NEW BUSINESS (INFORMATION)

A. Upcoming WDB/Governing Board Meetings

S. Marie said the next board meeting is Thursday, February 26, 2026, at the Gaia Hotel and Spa in Anderson and the following board meeting is Thursday, May 28, 2026, with the location to be decided.

B. Other New Business

R. Leutwyler commented he liked the in-depth review of what is going on in our region, the direction the board meetings are going and the new leadership. G. Bridges agreed.

Joe Wilson said he would like to see a report in the future from staff on the impact of AI on the workforce. A. Yearton agreed and thanked NoRTEC for completing their MOU since about half of the North state has yet to complete them.

XVI. ADJOURNMENT

Meeting adjourned at 11:28 am.