NORTEC
WORKFORCE DEVELOPMENT BOARD AND GOVERNING BOARD
AGENDA
THURSDAY, MAY 28, 2026
10:00 AM – 2:00 PM
GAIA HOTEL AND SPA
4125 RIVERSIDE PLACE
ANDERSON, CA 96007

Our Vision

Partners combining their diverse strengths to support healthy and thriving communities.

Our Mission

To develop strategic partnerships that meet the workforce needs of businesses and job seekers, promoting the economic growth of our region.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

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.

IV. PUBLIC COMMENT

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

V. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54956.9(D)(1):

EXISTING LITIGATION; CONFERENCE WITH LEGAL COUNSEL

Stephanie Bruce v. NoRTEC, Butte County Superior Court Case No. 25CV00842

Heather Chavez v. NoRTEC, WCAB Case Nos. ADJ22350537 & ADJ22350538

CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: Executive Director

REQUEST AUTHORIZATION TO ISSUE REQUEST FOR PROPOSAL/QUALIFICATIONS: HUMAN RESOURCES SUPPORT (ACTION)

The Executive Committee Chairs request authorization for the Executive Committee to issue a Request for Proposal/Qualifications: Human Resources Support, and to grant the Executive Committee the authority to select the successful bidder and execute the agreement/contract and related documents.

VI. RECONVENE TO OPEN SESSION

VII. REPORT OF ACTION FROM CLOSED SESSION

If appropriate, the Workforce Development Board and Governing Board will report on action during the closed session.

VIII. CONSENT AGENDA

A. WDB/Governing Board Meeting Minutes: February 26, 2026

Click on the link above to access the prior meeting minutes.

B. Program Report

Program and Finance reports are reviewed alternatingly to ensure an in-depth review occurs regularly. Finance Reports are normally reviewed on the regular agenda during the October and May meetings and are on the consent agenda during the February and August meetings. Program Reports are reviewed on the regular agenda during the February and August meetings and are on the consent agenda during the October and May meetings.

Click the link above to access the Program Report.

C. AJCC CONTINUAL IMPROVEMENT PLANS

Each AJCC in the NoRTEC region has been evaluated and certified for compliance with the State's Comprehensive AJCC Certification process. Based on the Board's assessment

across seven indicators of continual improvement, Continual Improvement Plans with actionable goals for each job center were developed as required by the state. Quarterly updates are provided to highlight progress towards achieving the annual goals for each AJCC.

- Alliance for Workforce Development
- Job Training Center
- SMART Workforce Center

Recommended Action:

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

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

IX. WORKFORCE DEVELOPMENT BOARD APPOINTMENTS (ACTION)

NoRTEC's Workforce Development Board members serve four-year terms with staggered expiration dates. Every June 30, in an "even" calendar year, about half of the terms expire, with the remaining half expiring in the next "even" year, two years later. At the end of June 2026, 17 of the 33 Workforce Development Board seats will expire.

A. Members Seeking Reappointment

1. Blanca Barba has been nominated by California Human Development Corporation (CHD) to serve as a Community Representative (At-Large).

    - Application
    - Nomination Letter

2. Connie Barton has been nominated by Alliance for Workforce Development (AFWD) to serve as a Community Based Organization Representative (At-Large).

    - Application
    - Nomination Letter

3. Michael Clarno has been nominated by Dunsmuir Chamber of Commerce to serve as a Private Industry Representative (Siskiyou County).

    - Application
    - Nomination Letter

4. Aracelli Gutierrez Renteria has been nominated by Red Bluff-Tehama County Chamber of Commerce to serve as a Private Industry Representative (At-Large).

    - Application
    - Nomination Letter

5. Susan Marie has been nominated by the Trinity County Chamber of Commerce to serve as a Private Industry Representative (Trinity County).

    - Application
    - Nomination Letter

6. Gil Mathew has been nominated by County of Nevada State Board of Supervisors to serve as an Additional Member (At-Large).

    - Application
    - Nomination Letter

7. Dena Platz has been nominated by Redding Chamber of Commerce to serve as a Private Industry Representative (At-Large).

    - Application
    - Nomination Letter

8. John Roden has been nominated by Five Counties Central Labor Council to serve as an Organized Labor Representative (At-Large).

    - Application
    - Nomination Letter

9. Tiffany Rowe has been nominated by Butte County Administration for the Health and Human Services Representative (At-Large).

    - Application
    - Nomination Letter

10. Amber Yearton has been nominated by the Deputy Division Chief of the Employment Development Department to serve as an Employment Development Department Representative (At-Large).

    - Application

- Nomination Letter

Recommended Action:

Governing Board appointment of the ten members seeking reappointment to the NoRTEC Workforce Development Board for the 2026-2030 term.

B. The following are new applications to serve the following seats:

1. Corey Watson has been nominated by the Siskiyou County Administrator to fill the Health and Human Services Representative (At-Large) seat that will be vacated by Trish Barbieri on 6/30/26 due to her impending retirement. Corey is the Deputy Director of Social Services Division for the Siskiyou County Health and Human Services Agency.

    - Application
    - Nomination Letter

Recommended Action:

Governing Board appointment of Corey Watson to fill the Health and Human Services (At-Large) seat on the NoRTEC Workforce Development Board for the 2026-2030 term.

X. UPCOMING WORKFORCE DEVELOPMENT BOARD VACANCIES AND TERM EXPIRING (INFORMATION)

We have 7 newly vacant seats for the Workforce Development Board as follows:

- Department of Rehabilitation (At-Large)
- Organized Labor (At-Large)
- Private Industry (At-Large)
- Private Industry (At-Large)
- Private Industry (At-Large)
- Private Industry (Butte)
- Private Industry (Del Norte)

Staff will work to identify nominees for appointment consideration at the next Board meeting.

Click here to view a list of Workforce Development Board terms.

XI. JOINT RESOLUTION OF THE NORTEC GOVERNING BOARD AND THE WORKFORCE DEVELOPMENT BOARD

In recognition of the partnership framework established through Joint Resolution 25-01, the Board would like to invite each of the Service Providers to share the following success stories, highlighting the positive impact, innovation, and effective partnerships demonstrated by NoRTEC service providers throughout the region.

- Job Training Center
- SMART Workforce Center

XII. EXECUTIVE DIRECTORS REPORT (INFORMATION)

Key updates to be provided by Executive Director Wendy Zanotelli on developments across the organization to keep members informed about the organization's progress, ongoing challenges and opportunities, fostering transparency and collaboration.

XIII. NORTEC STRATEGIC GOALS (INFORMATION)

NoRTEC's Strategic Planning Document outlines the following Key Objectives:

- Services Delivered
- Branding
- Funding Cultural Health
- Partnership Development
- Rural County Advocacy
- Organizational Effectiveness

Addressing several key objectives outlined in the NoRTEC Strategic Planning Document is a tool called EconoVue, which is already available to NoRTEC. NoRTEC staff recently met with EconoVue staff for a refresher on the tool and have arranged for a presentation highlighting how the platform can be used more strategically on an ongoing basis.

Staff's intent is to utilize the tool to create consistent and proactive reports for service providers so they can incorporate regional business intelligence, workforce trends, and employer activity into the work they do every day. The tool provides regional data mapping and business intelligence intended to strengthen NoRTEC's ability to identify growing businesses, businesses experiencing challenges, emerging workforce trends, and opportunities for strategic engagement throughout the region.

The presentation will also highlight how the tool supports organizational effectiveness, partnership development, forecasting capacity, and the use of evolving technology to improve outreach and service delivery.

- Presentation by EconoVue lead by Ulisse Gallo and Mark Muckerman

XIV. PY 2025/2026 FUNDING (INFORMATION)

XV. FINANCE REPORT (ACTION)

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

Recommended Action:

WDB approval of the 2025/2026 3rd Quarter Financial Reports as posted.

Governing Board approval of the 2025/2026 3rd Quarter Financial Reports as posted.

B. Approval of the 2026/2027 Administrative Entity Budget

Recommended Action:

WDB approval of the 2026/2027 Administrative Entity Budget as posted.

Governing Board approval of the 2026/2027 Administrative Entity Budget as posted.

C. Approval of the 2026/2027 WDB/Governing Board Budget

Recommended Action:

WDB approval of the 2026/2027 WDB/Governing Board Budget as posted.

Governing Board approval of the 2026/2027 WDB/Governing Board Budget as posted.

D. Acceptance of the June 30, 2025, Single Audit Report

Recommended Action:

WDB acceptance of the June 30, 2025, Single Audit Report.

Governing Board acceptance of June 30, 2025, Single Audit Report.

XVI. GB/WDB COMMITTEE UPDATES (INFORMATION)

The NoRTEC Workforce Development Board and Governing Board Working Agreement includes three subcommittees: Executive, Finance, and Program Committees. Executive Director Wendy Zanotelli will provide an update on each committee.

Click here to see the current members of each committee.

Draft Committee Charters that will be presented to each committee for review and revisions:

- Executive Committee Charter
- Finance Committee Charter
- Program Committee Charter

XVII. STATUS OF FUNDING APPLICATIONS (INFORMATION)

A. New Applications

There are no new applications. However, there are multiple upcoming application opportunities that staff are currently planning for.

B. Prior Approval

There are no applications for prior approval.

C. SUBMITTED APPLICATIONS UPDATE

There are no pending applications.

XVIII. OLD BUSINESS (INFORMATION)

Old business items may be discussed at the pleasure of the NoRTEC WDB/Governing Board members.

XIX. NEW BUSINESS

A. Upcoming WDB/Governing Board Meetings

1. The next board meeting is scheduled for Thursday, August 27, 2026, at Canyon Oaks Country Club in Chico.
2. The following board meeting is scheduled for Thursday, October 22, 2026, at Gaia Hotel and Spa in Anderson.

XX. ADJOURNMENT