NORTEC
JOINT WDB AND GOVERNING BOARD
EXECUTIVE COMMITTEE SPECIAL MEETING
MINUTES
July 30, 2026
1:00 P.M.
11 Ilahee Lane, Chico CA

I. CALL TO ORDER

The meeting was called to order at 1:03 p.m. by Susan Marie, Executive Committee Vice Chair.

II. ROLL CALL

Members Present: Ric Leutwyler (GB), Gary Bridges (GB), Susan Marie (WDB), Amber Yearton (WDB), Stacey Sanchez (WDB) and Michael Clarno (WDB)

Staff Present: Greg Einhorn, Cindy Newton, and Scott Shafer

III. PUBLIC COMMENT

There was no public comment.

IV. APPROVAL OF MINUTES, JUNE 29, 2026 (ACTION)

A motion made by G. Bridges, seconded by Stacey Sanchez to approve the Executive Committee June 29, 2026, minutes passed unanimously.

V. DELIVERY OF INFORMATION TECHNOLOGY SERVICES (ACTION)

A staff report was presented by Cindy Newton, Interim Executive Director, regarding the Reorganization of Information Technology Service Delivery, Abolition of the Information Technology Manager Position effective August 31, 2026, and Authorization to Procure Contracted Information Technology Services.

Discussion ensued regarding the cost savings of the elimination of the position and transitioned to the Request for Proposal (RFP) for IT services. S. Shafer explained that, due to possible direction from EDD's Compliance Office, he may be precluded from being able to respond to the RFP to provide services.

G. Einhorn reminded Committee members of an ongoing review of NoRTEC by the state, and he explained the abolition of the IT position is a separate matter from the

review. The reorganization item before the committee is a budgetary item and is based on the best method for delivery of services for NoRTEC within budget parameters. R. Leutwyler asked if the RFP included the expected number of hours needed for IT services. C. Newton replied that we did not ask for that information from bidders, only the scope of services was requested.

S. Marie asked S. Shafer if he would like to comment. S. Shafer explained that before this proposal arose, he had already communicated to the finance director and director of operations that after nearly 29 years of continuous service, he planned to retire on December 31, 2026, but was willing to stay through June 30, 2027, depending on Nortec's needs. By eliminating his position effective August 31, 2026, he would lose the retiree health benefits that he would otherwise be eligible for when he turns 55 in December 2026, which would continue until reaching Medicare eligibility. S. Shaffer requested an extension of the effective date through December 31, 2026, to prevent the loss of these benefits and that granting an extension would not prevent NoRTEC from moving forward with the RFP process and selecting a vendor. He has current projects to complete and can assist with an orderly transition. S. Shaffer requested deferring the decision until the full board meets on August 27, 2026, if the Committee was not ready to extend the elimination effective date. This would allow time for staff and counsel to consider whether there is another lawful way to preserve his retiree's health eligibility so that he would not lose a significant long-service benefit just months before he would qualify.

Members discussed consideration of S. Shafer's request and decided to act on the abolition of the position but to postpone the effective date until further discussion could occur. Another meeting will be scheduled.

A motion made by Ric Leutwyler to, approve the abolition of the position with an effective date to be determined based on a follow-up executive committee meeting in the very near future, and authorizing the Interim Executive Director to begin the process for a request for proposal, seconded by Stacey Sanchez, passed unanimously.

VI. CLOSED SESSION

Closed session began at 1:34 p.m. for the following items:

Closed Session Pursuant to Government Code Section 54956.9(D)(1):
Existing Litigation; Conference with Legal Counsel
Heather Chavez v. NoRTEC, WCAB Case Nos. ADJ22350537 & ADJ22350538

VII. RECONVENE TO OPEN SESSION

VIII. REPORT OF ACTION FROM CLOSED SESSION

There was no reportable action.

IX. ADJOURNMENT

Meeting adjourned at 1:45 p.m.