

Full Board Meeting  
Friday, May 10, 2024 10:00 AM Mountain

NALWDB Conference Room  
525 Camino De Los Marquez  
Suite 250  
Santa Fe, NM 87505

Floyd Archuleta:	Present
Krutik Bhakta:	Excused
Sarah Boisvert	Present
Rebecca Estrada:	Excused
Maria Herrera:	Present
Vince Howell:	Present
Kristen Krell	Present
Mario Lucero:	Present
Pablo Lujan	Present
Patricia Maule:	Excused
Sean Medrano:	Present
Jolene Nelson:	Excused
Dr. Lorenzo Reyes	Present
David Romero	Present
Jon Paul Romero:	Absent
Kevin Romero:	Excused
Art Sparks	Excused
Joseph Weathers:	Present
Eileen Yarborough	Present

Present: 12, Absent: 7.

**Also in attendance: NALWDB Staff:** Lisa Ortiz - Executive Director, Barney Trujillo - Operations Manager, Brittany Valencia – Program Specialist, Amber Gomez- Program Assistant  
**Guests:** Margarito Aragon – DWS, Veronica Alonzo – DWS, Chanin Kelly – DWS, Rick Sandoval – Zlotnick & Sandoval, Ericka Van Eckhoutte – One-Stop Operator, Joseph Griego – HELP NM, Raughn Ramirez –HELP NM, Cecilia Romero – NNMC, Jennifer Martinez-Maestas – SJC, Letty Naranjo – SFCC, Ramon Pazos, Scott Groginsky

#### 1. Call Meeting to Order

The meeting was called to order by Chairman Joseph Weathers at 10:06AM.

#### 2. Roll Call and Determination of a Quorum

Rollcall was done by NALWDB Program Assistant Amber Gomez who indicated a quorum was present.

#### 3. Pledge of Allegiance

The pledge of allegiance was recited by all in attendance.

#### 4. Approval of Agenda

Motion to approve the agenda. This motion was made by Board Member David Romero, seconded by Board Member Pablo Lujan, and passed unanimously.

#### 5. Approval of Board Meeting Minutes

Motion to approve the 3/28/24 full board meeting minutes. This Motion was made by Board Member Pablo Lujan, seconded by Board Member David Romero, and passed unanimously.

#### 6. Action Items

##### 6.1 Youth Service Provider Award

Chairman Weathers informed the board, during the last meeting there was a vote to approve both the Youth and Adult/DW in the same motion. We were advised to separate the contracts. He stated that the Youth contract with Southwest Key was approved during the previous meeting, however, we need to re-do the motion and second. He then asked if there were any questions or concerns.

Board Member Kristen Krell expressed her concerns. She stated, at the last board meeting, one of the board members asked if there had been any previous complaints about the quality of WIOA Title I services, and the question was not addressed. She then started to address the question.

Chairman Weathers stopped Board Member Kristen Krell from completing her statement. He explained that we are currently in an open procurement for Adult/DW and don't know who will be bidding for the RFP. Therefore, he disallowed any comments to be made against the current provider during this process.

Madam Executive Director announced that Board Member Mario Lucero had joined the meeting.

Motion to approve the new youth service provider Southwest Key. This motion was made by Board Member David Romero, seconded by Board Member Pablo Lujan, and passed by majority vote. 9 Yays, 1 Abstain, and 1 No

Board Member Sarah Boisvert expressed that the reason she abstained is due to her absence during the previous meeting.

#### 7. Informational Reports

##### 7.1 Board Chair Report - Joseph Weathers

Chairman Weathers gave a brief report. He informed the board that we currently have our RFP out for Adult/DW services. He added, the reason we had to re-release the RFP is because there was an error on the score sheet which said they needed to score 150 points.

##### 7.2 Executive Director Report - Lisa Ortiz

Madam Executive Director informed everyone that the Adult/Dislocated Worker RFP will be posted for the next 30 days. She mentioned that we are currently evaluating our One-Stop Operator and hopefully a decision will be made within the next few weeks. Madam Executive Director then thanked Board Member Eileen Yarborough for inviting her to the event that took place in Grants yesterday. She stated that it was good to see all the great work that Eileen is

doing in her community. Madam Executive Director also gave an update on performance for the third quarter. She stated that we exceeded ten, met one and failed four with a total of 11/15. She thanked everyone who helped with our performance measures and is hopeful that the fourth quarter will be better. She mentioned that she will email the performance measures report to all of the Board Members.

Lastly Madam Executive Director announced that we had several meeting with the Kellogg Foundation and they have awarded the board for the next two years with a \$50,000 grant. Those funds will be used for our annual conference and a document drive that will assist individuals in our counties with essential documents necessary to enroll in our programs. She then thanked the Kellogg Foundation.

Chairman Weathers congratulated the staff on securing the \$50,000 grant.

### 7.3 Financial Report

Rick Sandoval gave a brief financial report for the month of March. He also mentioned that the Kellogg Grant will have a separate line item to track how those funds are being utilized. He informed the board that there was a recent transfer request from Adult to Dislocated Worker. We recently received a projection from HELP NM that shows that the expenditures for May-June are going to be close to \$700,000. If those numbers are correct, we're looking at another transfer close to \$800,000. He mentioned that they have a meeting scheduled the HELP NM on Monday to get a better estimate. He also mentioned that the April report was due today and one thing to note in that report is the expenses related to the conferences and the sponsorships.

Madam Executive Director commented that we're still receiving funding from the conference. She stated that we received about \$18,000 in sponsorship.

For the record Chairman Weathers announced that Vice Chair Vince Howell joined the meeting.

Board Member Dr. Lorenzo Reyes requested to have access to these reports prior to the meetings.

Madam Executive Director stated, usually when the agenda is sent out those reports are attached. She apologized that they weren't attached for this meeting. However usually, prior to our meeting, they do they are attached along with the meeting agenda.

Board Member Dr. Lorenzo Reyes asked why the transfer of funds was necessary.

Madam Executive Director responded to Dr. Reyes, every year since she's worked for the Board there has been a transfer from Adult to Dislocated worker which it is allowed under WIOA. She informed him we are continuing to serve dislocated worker, however, there's a huge need in our communities to serve adults. We want to make sure that we continue to serve that population and not turn those individuals away. She also mentioned that we have several projects in the works such as a few training programs that are going on with the incarcerated individuals in Springer and Santa Fe which fall under the adult program.

Board Member Dr. Reyes then asked when this transfer was discussed and in which committee?

Chairman Weathers informed Board Member Dr. Lorenzo Reyes that the transfer was discussed in the finance committee.

Veronica Alonzo and Margarito Aragon expressed their concern in regard to whether there was a quorum present during the action item for the award of the youth service provider. Chairman Weathers asked for the meeting to end early to further investigate and provide sufficient proof of quorum. Staff then reviewed the meeting attendance, zoom recording, zoom attendance report, and action item votes. It was later determined that a quorum was in fact present during the time of the vote for the youth service provider.

#### 7.4 Title I Report - HELP NM

#### 7.5 One Stop Operator Report - Ericka Van Eckhoutte

### 8. Public Comments

There were no public comments.

### 9. Next Meeting Date TDB

### 10. Adjournment

Motion to adjourn at 10:40AM. This motion was made by Board Member David Romero, seconded by Board Member Mario Lucero. And passed unanimously.

- An Executive Session may be called at any time during the meeting. Pursuant to New Mexico Open Meetings Act Section 10-15-1 (H) Subsections; (1) Meetings pertaining to issuance, suspension, renewal or revocation of a license, except that a hearing at which evidence is offered or rebutted shall be open. All final actions on the issuance, suspension, renewal or revocation of a license shall be taken at an open meeting; (2) Limited personnel matters; provided that for purposes of the Open Meetings Act, "limited personnel matters" means the discussion of hiring, promotion, demotion, dismissal, assignment or resignation of or the investigation or consideration of complaints or charges against any individual public employee; provided further that this paragraph is not to be construed as to exempt final actions on personnel from being taken at open public meetings, nor does it preclude an aggrieved public employee from demanding a public hearing. Judicial candidates interviewed by any commission shall have the right to demand an open interview; (3) Deliberations by a public body in connection with an administrative adjudicatory proceedings For purposes of this paragraph, "administrative adjudicatory proceeding" means a proceeding brought by or against a person before a public body in which individual legal rights, duties or privileges are required by law to be determined by the public body after an opportunity for a trial-type hearing. Except as otherwise provided in this section, the actual administrative adjudicatory proceeding at which evidence is offered or rebutted and any final action taken as a result of the proceeding shall occur in an open meeting; (4) The discussion of personally identifiable information about any individual student, unless the student or the student's parent or guardian requests otherwise; (5) Meetings for the discussion of bargaining strategy preliminary to collective bargaining negotiations between the policymaking body and a bargaining unit representing the employees of that policymaking body and collective bargaining sessions at which the policymaking body and the representatives of the collective bargaining unit are present; (6) that portion of meetings at which a decision concerning purchases in an amount exceeding two thousand five hundred dollars (\$2,500) that can be made only from one source is discussed and that portion of meetings at which the contents of

competitive sealed proposals solicited pursuant to the Procurement Code are discussed during the contract negotiation process. (7) Meetings subject to the attorney-client privilege pertaining to threatened or pending litigation in which the public body is or may become participant; (8) Meetings for the discussion of the purchase, acquisition or disposal of real property or water rights by the public body.