

Executive Committee Meeting  
Tuesday, May 2, 2023, 10:00 AM Mountain

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

Floyd Archuleta	Present
Rebecca Estrada:	Present
Vince Howell:	Present
Pablo Lujan	Present
Sean Medrano:	Present
David Romero	Present
Jon Paul Romero:	Present
Joseph Weathers:	Present

Present:8, Absent:0.

**Also in attendance: NALWDB Staff:** Lisa Ortiz – Executive Director, Barney Trujillo – Operations Manager, Kevin Boyar – Program Monitor, Brittany Valencia – Program Specialist, Amber Gomez – Project Specialist/Communications **Guests:** Cindy Gallegos - DWS, Chanin Kelly – DWS, Ericka Van Eckhoutte – One-Stop Operator, Teresa Quintana – HELP NM, Rick Sandoval – Zlotnick & Sandoval, Julio Garcia – Legal Counsel, Edward Sena – HELP NM Board

#### 1. Call Meeting to Order

The meeting was called to order by Chairman Weathers at 10:07AM.

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

Rollcall was done by NALWDB Project Specialist Amber Gomez who indicated that 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 Floyd Archuleta, seconded by Vince Howell, and passed unanimously.

#### 5. Approval of Executive Committee Meeting Minutes - January 26, 2023

Motion to approve the January 26, 2023, meeting minutes. This motion was made by Rebecca Estrada, seconded by Vince Howell, and passed unanimously.

#### 6. Action Items

##### 6.1 Youth Contract Amendment #5

Madam Executive Director gave a brief explanation on the amendment. She stated the purpose of the amendment was increase the contract by \$155,000. She also mentioned that there were a

few slight changes on section 1 scope of work and section 2 compensation. She then made a recommendation for approval.

Chairman Weathers asked during the duration of the contract how long has the youth positions been filled vs vacant.

Teresa informed Chairman Weathers, it's been about a total of five months for the youth position. However, this is the first month they've been without an adult staff person. She also mentioned that Santa Fe office hasn't been fully staffed in about eight months.

Edward Sena introduced himself to the board and informed them that they're struggling to keep staff due to burnout and individuals not wanting to work. He added, they want to hire individuals that properly represent NALWDB and HELP NM.

Rebecca Estrada informed Mr. Sena that she works at LANL and they have a lot of vacant positions and refuse to believe it's because individuals don't want to work. She expressed as being a member of a workforce board she advised him to avoid saying that because it doesn't tell the whole story. She agreed that those positions require a lot of from the employee and suggested thinking of other supportive services for those individuals.

Motion to approve youth contract amendment #5. This motion was made by Rebecca Estrada, seconded by Pablo Lujan, and passed unanimously.

## 6.2 Financial Audit Contract

Madam Executive Director stated that our FY23 financial audit and we will begin this audit in August. She mentioned that we are required to submit a financial audit and our auditor is Hinkle + Landers. She then made a recommendation for approval.

Motion to approve the financial audit contract. This motion was made by Vince Howell, seconded by Rebecca Estrada, and passed unanimously.

## 7. Discussion Items

Chairman Weathers made a request to enter executive session pertaining to threatened or pending litigation with Julio Garcia our Legal Counsel. Motion to enter executive session at 10:27. This motion made by Jon Paul Romero, seconded by Sean Medrano, and passed unanimously by rollcall vote.

Chairman Weathers stated for the record that no actions were made during executive session. Motion to Exit executive session at 10:39. This motion was made by Pablo Lujan, seconded by Rebecca Estrada, and passed unanimously by rollcall vote.

### 7.1 HELP NM Update

Mr. Sena asked if there were any questions for himself or Cherri.

Vince Howell asked how many students were already enrolled in the summer youth academy.

Teresa informed Mr. Howell that they have enrolled 22 students and want to increase enrollment to 47 more.

Mr. Howell then asked for a breakout by county. Teresa stated that she would send it to him that afternoon.

Chairman Weathers asked if we are serving youth ages 14-24.

Teresa informed Chairman Weathers that, the reason they serve 16-24 is for performance. She mentioned now that they start enrolling ages 14 and 15 it will reflect negatively in the performance. She mentioned that HELP NM is looking for ways to better capture performance with that age group by meeting with the State.

Edward suggested the NALWDB board and the HELP NM board coming together to discuss strategic ways to increase enrollment in each county and changes we can make to the WIOA programs to better serve the communities in northern New Mexico.

Chairman Weathers agreed to Mr. Sena's point however, he informed him that the Northern Board needs to ensure that they follow Federal Regulations.

Rebecca Estrada stated that she understands the challenge to serve certain populations such as dislocated workers. However, the NALWDB uses those definitions because they have been passed down from the State and the State has been given these parameters by the Federal Government. She believes there are way to be creative to help leverage efforts and resources.

Teresa suggested having stricter guidance and a better understanding of the definitions and the federal guild lines.

Vince Howell agreed with the idea of the two boards working together as long as there are no legalities.

Mr. Sena suggested writing a letter to the legislature.

Chairman Weathers mentioned, the state did ask the federal government for a waiver, and they granted one year to change the in-school and out-of-school ratio from 25% and 75% to a 50/50 split.

Mr. Sena stated that we need to break the mold and leverage changes.

Chairman Weathers asked Cherri what the boards status was in hiring anew Director?

Cherri informed Chairman Weathers that currently she is still the Acting Director and they hired an attorney and are holding off on hiring a new CEO at the moment. She stated that she will keep the update the board on any changes.

Chairman Weathers asked them to elaborate on CPLC and possible litigation.

Teresa and Mr. Sena informed Chairman Weathers that everything is still under HELP NM nothing is under CPLC.

Chairman Weathers expressed that he would like his executive board aware of what is going on. He then asked if there was anything that HELP NM would like to add on their performance.

Teresa stated, that they are still the top performer in the State and are looking at ways to better serve the communities. She feels that they are in a good place and are doing everything they can.

Mr. Sena stated that the HELP NM board is looking for ways to retain employees. He added, they're holding exit interviews to get a better understanding on their reasons for leaving.

## 8. Public Comments

Chairman Weathers asked about our findings for PY20.

Madam Executive Director informed Chairman Weathers that we never officially received our PY20 monitoring report. The last report we received was PY19 and we responded to all of the findings and submitted it to the State. She mentioned that the State has hired new monitors that will start on PY21 and PY22. She feels that we have a better relationship with the new monitors and they're willing to provide guidance. She mentioned that many of the findings that were found in PY20 were reoccurring from PY 19 and should be corrected.

## 9. Next Meeting Date \_\_\_\_\_

## 10. Adjournment

Motion to Adjourn at 11:13AM. This motion was made by Sean Medrano, seconded by Rebecca Estrada, 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.