

CEO Meeting  
Friday, January 13, 2023 11:00 AM Mountain

Zoom  
525 Camino De Los Marquez  
Suite 250  
Santa Fe, NM 87505

Cibola County:	Absent
Colfax County:	Present
Los Alamos County:	Absent
McKinley County:	Absent
Mora County:	Present
Rio Arriba County:	Present
Santa Fe County:	Absent
San Juan County:	Present
San Miguel County:	Present
Taos County:	Present

Total Present: 6, Absent: 4.

**Also in attendance:** NALWDB Staff: Joseph Weathers - NALWDB Chairman, Lisa Ortiz – Executive Director, Barney Trujillo – Operations Manager, Kevin Boyar – Program Monitor, Brittany Valencia – Program Specialist, Amber Gomez – Project Specialist/Communications  
**Guests:** Cindy Gallegos – NMDWS, Margarito Aragon – NMDWS, Rick Sandoval – Zlotnick & Sandoval, Ericka Van Eckhoutte – One-Stop Operator, Valorie Valdez – One-Stop Operator Assistant, Julio Garcia – Advise a Modern Law Firm, Teresa Quintana – HELP NM, Evangeline Touchine – HELP NM

#### 1. Call Meeting to Order

The meeting was called to order at 11:08AM by NALWDB Chairman Weathers.

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

Rollcall was done by NALWDB Project Specialist Amber Gomez and Chairman Weathers 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 Rio Arriba County Commissioner – Alex Naranjo, seconded by San Miguel County Commissioner – Martin Sena, and passed unanimously.

#### 5. Approval of CEO Meeting Minutes

- March 11, 2022
- June 10, 2022

Motion to approve the 3/11/22 and 6/10/22 CEO meeting minutes. This motion was made by San Miguel County Commissioner – Martin Sena, seconded by San Juan County Manager – Mike Stark, and passed unanimously.

## 6. Action Items

### 6.1 Election of Officer

Motion to nominate Commissioner Naranjo as Chairman of the CEO board. This motion was made by San Miguel County Commissioner – Martin Sena, seconded by Taos County Manager – Brent Jaramillo, and passed unanimously by rollcall vote.

Motion to nominate Commissioner Martin Sena as Vice Chairman of the CEO Board. This motion was made by Chairman Naranjo, seconded by Toas County Manager – Brent Jaramillo, and passed unanimously by rollcall vote.

Former Chairman Henry Roybal congratulated the new chair and vice chair of the CEO board. He mentioned that he was nominated to serve on the board as the lead CEO four years ago and believes that Commissioner Naranjo will make a great chairman. He then recognized all of the board staff for their hard work and accomplishments over the years. Mr. Roybal stated that he plans on staying involved by informing individuals about the services available.

Madam Executive Director thanked Chairman Roybal for being the NALWDB's Lead CEO the last four years. She expressed her appreciation for his engagement with the CEO board and his availability to the Northern Board.

Chairman Weathers also thanked Former Commissioner Roybal for his collaboration. He mentioned that the Northern Board was the lowest performing boards and over the past few years we've moved to one of the leaders in the State of New Mexico.

Commissioner Sena thanked Mr. Roybal for all of his time of service.

## 7. Announcements

Madam Executive Director informed the CEO's about the upcoming conference the board will be hosting on February 8<sup>th</sup> and 9<sup>th</sup>. She mentioned that this conference will bring workforce partners, economic development, CEO's, local businesses, and large employers together to identify training gaps, direct funding, and help create employment opportunities for Northern New Mexico. She invited all of the CEO's to attend and asked them to share the flyer.

Barney Trujillo encouraged the CEO's to bring their county staff to this event. He also encouraged them to invite anybody involved in in trades and the public works department. He added that we' invited the public and higher ed institutions.

## 8. Informational Reports

### 8.1 Overview of CEO's Responsibilities - NALWDB Board Chair Joseph Weathers

Chairman Weathers read the Memorandum of Understanding between the Chief Elected Officials of the New Mexico Northern Area Local Workforce Area.

### 8.2 Executive Director Report - Lisa Ortiz

Madam Executive Director gave a brief report. Her report included the following: PY21 financial audit, PY22-PY23 administrative budget, program fiscal, PY22-FY23 provider budget summary actual, three-year spending pattern for HELP NM, performance measures Q1 vs. Q2, and moving forward.

### 8.3 Financial Report by Rick Sandoval

Rick Sandoval gave a brief financial report for the month ending December 31, 2022. His report included a statement of financial position, statement of activities, statement of activities for the six months, budget to actual for the six months, participant costs, and the actual expenditures by allocation.

### 8.4 Department of Workforce Solutions Report by Margarito Aragon

Mr. Aragon informed the CEO's that the Northern Board has been under direct oversight for almost four years. The state has been providing technical assistance for the administrative staff. He stated that the staff has made great strides, however there is still some improvements to be made. Mr. Aragon mentioned that one of the areas they're closely monitoring is the board's finances. The state is trying to understand and to help the administrative staff as well as the board understand the finances and the way money flows in and out of the program and how to track everything that needs to be tracked. He added that they've put processes in place to help get the board to where it needs to be.

Mr. Aragon stated one of the strides the board has made is identifying and determining which industries are priority. He mentioned that recently the Northern Board has separated their area into three different areas and focusing on a specific industry in each area. It's important that there is the right representation on the board and the CEO's appoint individuals to administer the WIOA funds in the ten northern counties. Also ensuring that the board members represent or have the knowledge for those industries that the board is focusing on. Mr. Aragon recommended that the CEO's learn about these planning regions and targeted industries by communicating with the Executive Director and the board. He also suggested that the CEO's look at the makeup of the board. He also encouraged looking at the finances and keeping an eye on the split 40% expended 80%, obligated by the end of this quarter. If that 80% obligated 40% expenditure is not met, the state can recapture that money from the north and redistribute it to another region. Lastly, spoke on the redesignation and the process.

Chairman Naranjo asked if there were any questions for Mr. Aragon. There being none, he moved on to the next item.

## 9. Public Comments

There were no public comments.

## 10. Next Meeting Date April

## 11. Adjournment

Motion to adjourn at 12:00PM. This motion was made by Vice Chair Martin Sena, seconded by Chairman Naranjo, 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.