

Full Board Meeting - Hybrid
Thursday, October 24, 2024 10:00 AM
Mountain

City of Las Vegas
1700 N Grand Ave
Las Vegas, NM 87701

Floyd Archuleta:	Present
Krutik Bhakta:	Excused
Sarah Boisvert	Excused
Rebecca Estrada:	Present
Rudy Garcia	Present
Katherine Harvie	Present
Maria Herrera:	Excused
Vince Howell:	Excused
Kristen Krell	Excused
Mario Lucero:	Excused
Pablo Lujan	Present
Sean Medrano:	Present
Jolene Nelson:	Present
Dr. Lorenzo Reyes	Present
David Romero	Present
Jon Paul Romero:	Present
Kevin Romero:	Present
Art Sparks	Excused
Joseph Weathers:	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: Veronica Alonzo – DWS, Margarito Aragon – DWS, Carmen Lujan, Janessa Velasquez, Rick Sandoval – Zlotnick & Sandoval, Julio Garcia – Legal Counsel, Maxine Palomino – Area Manager DWS, Henry Castillo – Southwest Key, Josh Duran, Jennifer Martinez-Maestas – SJC, Kerry Begay, Robyn West, Concha Cordova – YDI, Robert Chavez – YDI, Anthony Terlizzi – Career Team, Don Bartlett – NM Workforce, Tierro Haley – NM Workforce,

1. Call Meeting to Order

The meeting was called to order by Chairman Joseph Weathers at 10:05AM.

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 Secretary Jon Paul Romero, seconded by Board Member David Romero, and passed unanimously.

5. Approval of Board Meeting Minutes

Board Member Dr. Reyes stated that he was present during that meeting and requested an amendment to the minutes.

Motion to approve the 9/9/24 meeting minutes with the amendment of the attendance by including Dr. Reyes as present. This motion was made by Board Member Pablo Lujan, seconded by Board Member Sean Medrano, and passed unanimously.

6. Action Items

6.1 Approval of Local Plan

Madam Executive Director stated that she hopes everyone had the time to review the 2024-2027 Local Plan. She mentioned that the DRAFT has been available for 30 days to the public on our website. She mentioned that this outlines our goals/objectives for the next three years, partnerships, collaborations with employers, economic development and focuses on our key sectors, addressing current workforce strategies to prepare for future opportunities. She then made a recommendation for approval of our local plan for 2024-2027.

Chairman Weathers entertained a motion to approve the Local Plan.

Veronica Alonzo made a recommendation for the motion to include language to allow for changes to be made once the State has reviewed the plan. The State review period is November 1st through December 15th.

Motion to approve the plan and allow for edits to be made after the Department of Workforce Solutions reviews. This motion was made by Board Member Floyd Archuleta, seconded by Board Member Rudy Garcia, and passed unanimously by rollcall vote.

6.2 Approval of Title I Services Adult/Dislocated Worker Contract

Madam Executive Director informed everyone that we recently received six proposals for Adult/Dislocated Worker, Title One Services. She also mentioned that last month, there was a review committee that evaluated the proposals. Based on the criteria and evaluation by the adult dislocated worker evaluation team, she recommended that Career Team be awarded the contract for adult dislocated worker.

Chairman Weathers thanked the evaluation committee and entertained a motion to award the adult and dislocated worker contract to Career Team.

Board Member Rudy Garcia asked who was on the evaluation committee.

Madam Executive Director informed Board Member Rudy Garcia that the evaluation team was herself as the Procurement Officer/Executive Director, Dr. Lorenzo Reyes, Pablo Lujan and Kylie Ship adult education for UNM Taos.

Motion to award Career Team as the new service provider for Adult/Dislocated Worker. This motion was made by Board Member Sean Medrano, seconded by Board Member David Romero, and passed unanimously by rollcall vote.

6.3 Approval of Title I Services, Youth Contract

Madam Executive Director informed everyone that we received six proposals for the youth contract. The evaluation committee included: Herself as the Procurement Officer/Executive Director, Jolene Nelson, Pablo Lujan, Sarah Boisvert, and Kate Harvie. Based on the criteria and evaluation by the committee she made a recommended Title One services be awarded to YDI (Youth Development Incorporated).

Chairman Weathers entertained a motion based on Madam Executive Directors recommendation.

Motion to award Title I Services for the Youth contract to YDI, this motion was made by Board Member Sean Medrano, seconded by Board Member Pablo Lujan, and passed unanimously by rollcall vote.

Chairman Weathers gave Career Team and YDI the opportunity to speak to the Board.

Each service provider thanked the Board and spoke briefly about their background/experience and their plans as the new service providers.

Chairman Weathers stated that the Board is excited because we've never had two providers. He's confident that services are going to improve, and he welcome both organizations. Chairman Weathers thanked the evaluation committees again.

6.4 Approval of Funding Source Policy

Madam Executive Director informed everyone, the Stevens amendment policy is to provide funding clarification to the Board's federal grant, and it requires funding information to be included on all projects or programs using federal funds. She mentioned that this policy was reviewed during our last rules committee meeting. There were some minor edits the committee requested. She recommends approval of the Stevens Amendment and allowing language edits to be made by Department of Workforce Solutions as needed.

Motion to approve to Stevens Amendment Policy and allow edits to be made by DWS. This motion was made by Board Member Jolene Nelson, seconded by Board Member David Romero, and passed unanimously by rollcall vote.

6.5 Approval of Program Policy

Madam Executive Director stated that the next policy is a new policy individualized Career Services. This is to establish an individual career service policy for WIOA, adult and dislocated worker services provider participants. She mentioned that this has been approved during the rules committee meeting and she made a recommendation to approve of Policy number 28.

Motion to approve the policy and allow edits from DWS. This motion was made by Board Member David Romero, seconded by Board Member Sean Medrano, and passed unanimously.

6.6 Approval of Travel Reimbursement Policy Revision 7

Madam Executive Director mentioned that a few months ago, we revised the travel policy to increase the rate but reduce or limiting receipts by staff and board members. However, to

avoid any issues if we are audited by US Department of Labor, our fiscal agent has asked us to revisit the policy and include receipts.

Board Member Pablo Lujan asked if this was a requirement by Department of Labor?

Madam Executive Director informed Board Member Pablo Lujan that it's not required by USDOL, however, we just want to make sure that we don't have any findings for any staff/board member travel expenses in case we are audited by USDOL. She then made a recommendation to include receipts required for reimbursement on travel for Board staff and board members.

Motion to approve the Travel Reimbursement Policy Revision 7. This motion was made by Board Member Dr. Lorenzo Reyes, seconded by Board Member Jolene Nelson, passed by majority vote 10 Yays and 2 No's by Chairman Weathers and Board Member Pablo Lujan.

6.7 Approval of Title I Forms

Madam Executive Director informed everyone that the Title I forms were reviewed in our last rules committee meeting. The revised or approval of forms is the WIOA program participant agreement, the WIOA program checkoff list, and New Mexico Workforce Connection Center self-attestation form. She made a recommendation for approval of these forms allowing language edits to be made by Department of Workforce Solutions.

Chairman Weathers asked if there were any questions. There being none he entertained a motion for approval.

Motion to approve the Title I Forms and allowing language edits to be made by DWS.

This motion was made by Board Member David Romero, seconded by Board Member Pablo Lujan, and passed unanimously.

7. Informational Reports

7.1 Board Chair Report - Joseph Weathers

Chairman Weathers commended the Board staff for stepping up during this interim period.

7.2 Executive Director Report - Lisa Ortiz

Madam Executive Director informed everyone that all staff worked together to bring over the previous title one staff to continue serving those participants in the northern region and serving our institutions and employers. So we were happy to bring over all those individuals that know their communities and work together with us. She stated that this was a learning experience for all of us and we appreciate, and we look forward to our new service providers coming on board November 1st. Madam Executive Director also mentioned that we have completed our annual report for PY23 this is an overview of adult dislocated worker and Youth Services, major accomplishments, challenges, and performance measures. We have submitted our annual report on October 11th. This will allow Department of Workforce Solutions to review our annual report and provide some edits. We will make those changes and get that approved by Full Board and post that on our website. She mentioned that we the Board the New Mexico corrections press release. As you know, we are on our fifth cohort, this is a partnership with New Mexico Corrections Department. We partnered with the Springer Corrections Facility,

with Santa Fe Penitentiary. We've done two trainings there with culinary arts and HVAC training. We will be working with the Grants Facility training five women, five male CDL training. So we're excited for these projects to continue and help these individuals with a second chance finding jobs when they are released.

7.3 Department of Workforce Solutions - Veronica Alonzo

Veronica Alonzo made a few announcements for the Full Board. She stated that, they are required to submit an annual report to Department of Labor in on December 1st, and they take all of the board's annual reports and they incorporate pieces of each board's annual report into their statewide annual report. She mentioned that they are currently planning a summit for the adult dislocated worker and youth provider staff during the first week of February. They are also working on providing an OMA training for all of the Boards sometime in December or early January. Lastly, she brought to the Boards attention that they would need to terminate the lease located on Mercado Plaza. The Office located on Marquez Plaza is considered an idle office which does not meet workload fluctuations.

Board Member Pablo Lujan asked if we need to provide office space for the Title I staff.

Madam Executive Director stated that our plan was to have our new service provider take over that office space. She then requested a meeting with herself, our board chair, Veronica, Deputy Secretary Marcos to have a discussion on this matter.

Veronica Alonzo also brought to the Boards attention, there was no sub lease signed with Southwest Key when that decision was made to allow them to occupy the Marques Plaza building, therefore, there's no guarantee that Southwest. Key will pay for the cost of rent for the time that they were there.

Board Member Pablo Lujan Expressed his concerns as the Finance Chair and recommended terminating the Marquez Plaza office.

Veronica Alonzo stated that the cost to terminate the lease at Marquez Plaza is much higher than Mercado Plaza.

7.4 Financial Report - Fiscal Agent Rick Sandoval

Rick Sandoval gave a brief report to the Board. His report included the statement of activities and the budget to actual through September 30th.

7.5 Interim One Stop Operator Report - Mary Mylett

Maxine Palomino gave a brief One-Stop Operator report. Her report included updates on performance measures, office traffic, services provided to individuals, services provided to employers, improvement projects, and events.

8. Announcements

Madam Executive Director announced that we released our one-stop operator RFP and it will be available to the public for 30 days.

9. Public Comments

There were no public comments.

10. Next Meeting Date TBD

11. Adjournment

Motion to adjourn at 11:20AM. This motion was made by Board Member Pablo Lujan, seconded by Board Member Sean Medrano, 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.