

Full Board Meeting
Wednesday, October 18, 2023 1:30 PM
Mountain

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

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

Present: 12, Absent: 8.

Also in attendance: NALWDB Staff: Lisa Ortiz - Executive Director, Barney Trujillo - Operations Manager, Kevin Boyar – Program/Policy Monitor, Brittany Valencia – Program Specialist, Amber Gomez- Project Specialist **Guests:** Margarito Aragon – DWS, Veronica Alonzo – DWS, Cindy Gallegos – DWS, Ian Farkas – DWS, Chanin Kelly – DWS, Arlen Nelson – DWS , Rick Sandoval – Zlotnick & Sandoval, Ericka Van Eckhoutte – One-Stop Operator, Teresa Quintana – HELP NM, Raughn Ramirez –HELP NM, Julio Garcia – Legal Counsel, Maxine Palomino – Gallup Area Manager DWS, Amy Carlson – Farmington Area Manager DWS

1. Call Meeting to Order

The meeting was called to order at 1:34PM by Chairman Joseph Weathers.

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 Board Member Floyd Archuleta, seconded by Vice Chair Vince Howell, and passed unanimously.

5. Approval of Board Meeting Minutes

Motion to approve the 8/2/23 full board meeting minutes. This motion was made by Board Member Sarah Boisvert, seconded by Vice Chair Vince Howell, and passed unanimously.

6. Action Items

6.1 Approval of RFP's

Madam Executive Director made a recommendation for approval of both the adult/dislocated worker and youth RFP's.

Chairman Weathers asked if Margarito Aragon had anything to add.

Mr. Aragon encouraged the board to solicit responses. He suggested reaching out to anyone interested in applying such as higher education institutions, service providers, graduating provider, and other agencies that may be interested.

Madam Executive Director informed the board that if the RFP's are approved, we plan to release them on October 31st and will run for two months.

Board Member Vince Howell asked how many service providers bid the last time we went out for FRP.

Chairman Weathers stated that there were four proposals.

Board Member David Romero asked where the RFPs will be advertised.

Madam Executive Director informed Board Member David Romero that the RFP's will be advertised in the New Mexico Albuquerque journal and the NALWDB website.

Chairman Weathers asked Mr. Aragon if he had any suggestions.

Mr. Aragon suggested the National Association of Workforce Boards (NAWB), National Association of State Workforce Agencies (NASWA).

Madam Executive Director stated that we'll take those suggestions.

Board Member Krutik Bhakta inquired what the expectation was for total responses, he followed up by asking what the average responses were for the other boards?

Mr. Aragon informed Board Member Bhakta that on average the other boards receive 3-4 respondents. Allowing for more competition brings new ideas to the state and prevents the same service providers from serving multiple regions. Each region of the state looks different and requires a different approach to provide services.

Board Member Krutik Bhakta asked if the current provider would have an advantage since, they are aware that the board is seeking RFP before it's been advertised.

Mr. Aragon replied yes, however, bringing in more competition for the RFP prevents service provider audits and allows for improvement in service delivery models.

Board Member Rebecca Estrada asked if it's possible to include having an understanding of New Mexico from a socioeconomic standpoint in the criteria for those applying from out of state. It's important that those who apply understand the region and the populations we serve.

Chairman Weathers stated that each applicant will be evaluated, and the committee will take into consideration all factors including where they're located and if they're their own entity.

Madam Executive Director stated that there's an evaluation sheet for each proposal that is submitted.

Board Member Kristen Krell suggested including a certain level of familiarity administering WIOA funds in the criteria.

Chairman Weathers asked if there were any other questions or concerns?

Board Member David Romero asked who sits on the Committee that does the evaluations.

Madam Executive Director informed Board Member David Romero that in the past, we've selected a few Board Members and included the State as well as Board Staff.

Board Member Pablo Lujan asked if there are any out of state bids if there's a way to have a preference for Local Organizations.

Chairman Weathers stated, when choosing a new provider, it's important to see what they can offer to the rural communities and if they have the ability to serve all 10 counties equally.

Vice Chair Vince Howell stated that during the last executive meeting there was discussion about waiting to receive an answer from HELP NM and CPLC prior to going out for RFP.

Madam Executive Director informed Vice Chair Howell that we need to go out for RFP regardless of if we're in a new year because HELP NM's four-year contract expires June 30, 2024 and we need to have a new service provider in place by then so that we can start the new program year with that service provider.

Board Member Floyd Archuleta asked how many applicants there were during our last RFP.

Chairman Weathers stated that there were four applicants.

Motion to approve both RFP's. This motion was made by Board Member Pablo Lujan, seconded by Board Member Rebecca Estrada, passed unanimously by roll call vote.

Chairman Weathers asked if the Board's legal counsel was present, he then entertained a motion to enter executive session to discuss legal issues.

Motion to enter executive session to discuss legal issues at 1:58PM. This motion was made by Vice Chair Vince Howell, seconded by Board Member Pablo Lujan, and passed unanimously by rollcall vote.

Motion to come out of executive session with no actions taken at 2:06PM. This motion was made by Board Member Pablo Lujan, seconded by Vince Howell, and passed unanimously by rollcall vote.

6.2 Approval of MOU's

Madam Executive Director informed the Board that there are three MOU's that need approval which include: DVR, North Central NM Economic Development District (NCNMEDD), and San Juan College. She then made a recommendation for approval of the MOU's.

Motion to approve the MOU's. This motion was made by Board Member Floyd Archuleta, seconded by Board Member Jolene Nelson, and passed by majority vote 10 Yays and 2 Abstentions.

Chairman Weathers and Board Member David Romero decided to abstain due to their involvement with NCNMEDD.

7. Informational Reports

7.1 Board Chair Report - Joseph Weathers

Chairman Weathers didn't have anything to report at the time.

7.2 Executive Director Report - Lisa Ortiz

Madam Executive Director informed the Board that we just completed our annual report and submitted it to the State for review. She mentioned that the Program Monitors are visiting the office this week and conducting their PY21 monitoring. We also have the financial auditors Hinkle + Landers at our fiscal agent's office. Madam Executive Director announced that we will have staff and board members in attendance at the upcoming State Workforce Conference, and herself, Ericka, and WIN will be presenting for one of the breakout sessions.

7.3 Financial Reports - Rick Sandoval

Rick Sandoval gave a brief financial report to the Board. His report covered the statement of financial position, statement of activities, and the budget to actual for the month ending September 30, 2023.

Rick also spoke on the unrestricted funds and suggested mailing a letter with specific wording to each of the 10 counties asking for donations.

Lisa mentioned that report presented today doesn't include the month of September.

7.4 One Stop Operator Update - Ericka Van Eckhoutte

Ericka Van Eckhoutte provided an update to the Board. Her report included a traffic report and updates on events/marketing, customer service, leases/MOUs, agreements, WIN, and staffing.

7.5 Title I update - Joseph Griego

Teresa Quintana gave a brief overview of the enrollment for each county and performance rate for adult, dislocated worker, and youth. She also informed the board about a pilot program for out of school youth, this program will serve 20 youth from 5 schools with the goal of graduating with a diploma and work experience. She mentioned that the Taos Construction Co affordable housing OJT contracts will begin in November.

Veronica Alonzo asked if the contractors are in state or out of state.

Teresa mentioned that they're an out of state company working to bring a company here. She also mentioned that they're working with RDC.

Board Member Kristen Krell stated that there may be students in the WIN program that meet the criteria.

8. Announcements

There were no announcements.

9. Public Comments

There were no public comments.

10. Next Meeting Date January

Chairman Weathers stated that the next meeting will take place in January to review the RFP and the CEO's will review the Fiscal.

11. Adjournment

Motion to adjourn at 2:30. This Motion was made by Board Member David Romero, seconded by Board Member Krutik Bhakta, 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.