

Full Board Meeting
Monday, June 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	Excused
Rebecca Estrada:	Present
Maria Herrera:	Present
Vince Howell:	Present
Kristen Krell	Present
Mario Lucero:	Present
Pablo Lujan	Present
Patricia Maule:	Present
Sean Medrano:	Present
Jolene Nelson:	Present
Dr. Lorenzo Reyes	Present
David Romero	Present
Jon Paul Romero:	Present
Kevin Romero:	Present
Art Sparks	Present
Joseph Weathers:	Present
Eileen Yarborough	Present

Present: 17, Absent: 2.

Also in attendance: NALWDB Staff: Lisa Ortiz - Executive Director, Barney Trujillo - Operations Manager, Kevin Boyar – Program/Policy Monitor, Brittany Valencia – Program Specialist, Amber Gomez- Program Assistant **Guests:** Margarito Aragon – DWS, Veronica Alonzo – DWS, Chanin Kelly – DWS, Mary Mylet – DWS, Rick Sandoval – Zlotnick & Sandoval, Ericka Van Eckhoutte – One-Stop Operator, Evangeline Touchine – HELP NM, Raughn Ramirez –HELP NM, Julio Garcia – Legal Counsel, Maxine Palomino – Gallup Area Manager DWS, Manager DWS, Henry Castillo – Southwest Key, Roger Gonzales – Southwest Key, Teresa Quintana – Southwest Key, Edward Miller, Tifnie V., Anon, Paula Romo, K Torrez – Luna, Lisa Bentson Luna, Carmen Lujan.

1. Call Meeting to Order

The meeting was called to order by Chairman Joseph Weathers at 10:00AM.

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 Vice Chair Vince Howell, seconded by Board Member Pablo Lujan, and passed unanimously.

5. Approval of Board Meeting Minutes

Motion to approve the 5/10/24 meeting minutes. This motion was made by Board Member David Romero, seconded by Board Member Sean Medrano, and passed unanimously.

6. Action Items

6.1 Budget Adjustment Request - Title I Services

Madam Executive Director informed the board we recently prepared a transfer from dislocated worker to adult. We are increasing adult by \$933,179.25 and decreasing dislocated worker by foreman or \$459,279.25. She then made a recommendation to approve the budget adjustment request, so that we can continue the current projects the rest of the fiscal year.

The fiscal agent Rick Sandoval stated the overall transfer that was approved was \$1.294 million for adult/dislocated worker. The impact of the HELP NM contract was about \$933,000. He explained, the reason for the overages is because we have some operating funds in the beginning of the fiscal year and typically, we experience a delay because there's new PO's that need to be processed at the State.

For the record NALWDB Program Assistant Amber Gomez announced that Board Members Dr. Rebecca Estrada and Jolene Nelson had joined the meeting at 10:08AM. Jolene was having audio connectivity issues.

Motion to approve the budget adjustment. This motion was made by Board Member Pablo Lujan, seconded by Vice Chair Vince Howell, and passed by majority vote 15 Yays and 1 Abstention

6.2 Title I Adult Contract Amendment

Madam Executive Director mentioned that with the budget adjustment we are required to do an amendment to the contract. This amendment reflects the increase of \$933,179.25 for adult and a decrease of \$459,279.25 to dislocated worker. She then made a recommendation for approval of the contract amendment.

Motion to approve the contract amendment. This motion was made by Board Member David Romero, seconded by Board Member Pablo Lujan, and passed unanimously by rollcall vote 16 Yays.

6.3 PY 24/FY 25 Budget

Madam Executive Director announced that we recently received our allocation PY24 FY25. That budget is currently being put together between the fiscal agent and the board. She stated that there will be a final budget report to be approved by the board by the end of June.

Fiscal Agent Rick Sandoval stated that the allocation came in about \$500,000 less. He mentioned that we have to work with what we have. Mr. Sandoval informed the board that he anticipates a need for another request from dislocated worker to adult to accommodate the

level of spending of the adult. Currently the projection is about \$6.1 million of a proposed budget for this year. Our proposed budget last year was at about \$6.8 million. He mentioned that there will be a complete budget for Board approval before the end of the month.

Veronica Alonzo commented, there were quite a few states that received a cut in their budget including NM.

Chairman Weathers reiterated what Mrs. Alonzo stated, he said that there were several states that were received a cut in their allotment, and this was not something exclusive to the northern board. He then entertained a motion to table item 6.3.

Motion to table budget PY 24/FY 25. This motion was made by Board Member Dr. Rebecca Estrada, seconded by Vice Chair Vince Howell, and passed unanimously.

6.4 Award Adult/Dislocated Worker Contract for PY24/FY25

Madam Executive Director informed everyone that we recently resubmitted our RFP for adult/dislocated worker, and we received two proposals. She then made a recommendation to the board to award the title I services adult/dislocated worker contract to Southwest Key Programs.

Chairman Weathers stated that there's been a recommendation from the committee and the Executive Director to award the contract to Southwest Key. He then asked if there was any further discussion or questions?

Based on the recommendation of the Executive Director there was a motion to approve the PY24/FY25 award for Adult/Dislocated Worker contract to Southwest Key. This motion was made by Board Member David Romero, seconded by Board Member Pablo Lujan, and passed unanimously by rollcall vote 16 Yays

Amber Gomez announce that Board Member Jolene Nelson messaged her personally that she is still having issues unmuting.

Chairman Weathers addressed Board Member Jolene Nelson and expressed his appreciation for her attendance in the meeting and apologized for not being able to participate due to audio issues.

6.5 Award One Stop Operator Contract for PY24/FY25

Madam Executive Director announced that recently an RFP for one stop operator has been out for bid. She informed everyone that we received three proposals and made a recommendation that we award the contract to Southwest Key Programs. She also stated for the record, this will be recommended to the CEOs on June 13th.

Chairman Weathers asked if there were any questions or further discussion.

Board Member Jolene Nelson regained audio and capability to unmute at 10:25 AM.

Motion to award the One Stop Operator Contract for PY24/FY25 to Southwest Key. This motion was made by Board Member Pablo Lujan, seconded by Board Member Kevin Romero, and passed unanimously by rollcall vote. 17 Yays

Vice Chair Vince Howell asked if Southwest Key would assign an individual to be the new one stop operator?

Chairman Weathers responded yes to Vice Chair Howell.

7. Informational Reports

7.1 Executive Director Report - Lisa Ortiz

Madam Executive Director gave a brief report. She informed everyone that our program monitor Kevin Boyar has been traveling to all the one stop centers over the last two months and working with our service provider to make sure that the participant files are in compliance and there are no non-allowable costs. She then thanked Evangeline and her team for working with Kevin. Madam Executive Director mentioned, at the end of the month our current service provider HELP New Mexico CPLC will be conducting a file transfer to the Northern Board. There will be 200 boxes that will be transferred to the board and will be reviewed in the office on June 26th. Also, our financial audit will be in August for PY23. Hinkle & Landers will be working with the board and Rick Sandoval to review all the financial files for PY23. Madam Executive Director also mentioned there was an article in the paper yesterday with our partnership with New Mexico corrections. This has been a really important and ongoing partnership with the Springer facility training incarcerated individuals. Also, there's a culinary arts pilot program at Santa Fe Petitionary.

7.2 Fiscal Agent Report - Rick Sandoval

Fiscal Agent Rick Sandoval gave a brief report for the month ending in April. His report included updates on the following: projected expenditures, financial statements, and the actual expenditures.

7.3 One Stop Operator Report - Ericka Van Eckhoutte

One Stop Operator Ericka Van Eckhoutte gave a brief report to the board. Her report included updates on foot traffic, customer service, events, and marketing.

7.4 Title I Report - Evangeline Touchine

Evangeline Touchine gave a service prover report. Her report included updates on each county, success stories and adult/dislocated worker and youth enrollments.

Chairman Weathers Congratulated HELP NM on a job well done.

8. Public Comments

There were no public comments.

9. Next Meeting Date Week of June 24th

10. Adjournment

Motion to adjourn at 10:57AM. This motion was made by Board Member Pablo Lujan, seconded by Vice Chair Vince Howell, 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 g 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.