

CEO Meeting
Monday, June 14, 2021 1:30 PM Mountain

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

Town of Angel Fire:	Absent
City of Aztec:	Absent
City of Bloomfield:	Present
Village of Chama:	Absent
Cibola County:	Absent
Village of Cimarron:	Present
Colfax County:	Present
Town of Eagles Nest:	Present
Town of Edgewood:	Absent
City of Espanola:	Present
City of Farmington:	Present
City of Gallup:	Absent
City of Grants	Present
City of Las Vegas:	Absent
Los Alamos County:	Absent
Village of Maxwell:	Absent
McKinley County:	Absent
Village of Milan:	Absent
Mora County:	Present
Village of Pecos:	Absent
Village of Questa:	Present
City of Raton:	Absent
Rio Arriba County:	Absent
Town of Red River:	Absent
City of Santa Fe:	Present
Santa Fe County:	Present
San Juan County:	Absent
San Miguel County:	Absent
Town of Springer:	Absent
Taos County:	Present
Town of Taos:	Present
Village of Taos Ski Valley:	Present
Village of Wagon Mound:	Absent

Total Present: 14, Absent: 19.

Counties Represented: 7

Also in attendance: NALWDB Staff: Lisa Ortiz – Executive Director, Barney Trujillo - Operations Manager, Elena Maestas - Program Support, Amber Gomez – Project Specialist/Communications **Guests:** Jon Paul Romero – NALWDB Vice Chairman, Rick Sandoval – Zlotnick Laws Sandoval PC, Julio Garcia – Legal Counsel, Teresa Quintana – HELP NM, Evangeline Touchine – HELP NM, Eric Vasquez – One-Stop Operator, Jessica Hudson – One-Stop Operator Assistant

1. Call Meeting to Order

The meeting was called to order at 1:44PM by Chairman Henry Roybal

2. Roll Call and Determination of a Quorum

Roll call was made by NALWDB Project Specialist/Communications, Amber Gomez, who indicated that a quorum was present.

3. Pledge of Allegiance

The Pledge of Allegiance and was recited by all in attendance. Everyone also saluted the New Mexico State flag.

4. Approval of Agenda

Motion to approve the agenda. This motion, made by Commissioner Mark Gallegos – Taos County and seconded by Tom Swenk – City of Farmington, passed unanimously by rollcall vote 13 Yays.

5. Approval of Joint CEO & Full Board Meeting Minutes May 13, 2021

Motion to approve the Joint CEO and Full Board meeting minutes from May 13, 2021. This motion, made by Commissioner Mark Gallegos – Taos County and seconded by Vanessa Chavez – City of Grants, passed unanimously by rollcall vote 13 Yays.

6. Action Items

6.1 Fiscal Agent Evaluation

Madam Executive Director gave a brief overview of the fiscal evaluation. She stated that, through the CEOs we contract a fiscal agent to oversee and manage funds per federal and state guidelines. The current fiscal agent is an experienced local public accounting firm, Zlotnik Laws and Sandoval located here in Santa Fe. The Northern Boards fiscal agents' roles and responsibilities for the disbursement of grant funds for Workforce activities at the direction of the Northern board. In accordance with Federal/State procurement policies and roles. The fiscal agent receives funds, ensures sustainable fiscal integrity and accountability for expenditure of funds, responds to audit financial findings, maintains proper accounting records, prepares financial reports, provides technical assistance to sub recipients regarding fiscal issues, procures contracts obtains written agreements, conducts financial monitoring of service provider, and ensures independent audit of all employment training programs. She stated that the Northern Board believes in fiscal transparency and is committed to comprehensive clear, reliable and timely public reporting to our board and CEOs. More specifically, transparency and timely reporting is a critical element of effective financial reports, records, management, and a keystone in building a high-quality budget information on how we spend and manage WIOA funds. She informed the CEO's that based on the evaluation, the Northern Board feels that that Zlotnik and Sandoval is good to outstanding. The elements that were covered include: financial capacity and integrity, human resource capacity, word governance, grants management, technical infrastructure, and business operations. She asked if any of the CEO's had any comments or responses to any of these items?

Chairman Roybal asked if there was a subcommittee that included CEO members for the evaluation?

Madam Executive Director informed Chairman Roybal that we scheduled a meeting this morning to discuss each item on the evaluation. She stated that Counselor Romero-Wirth felt that she would take the Staffs/Boards recommendation because they work with the fiscal agent on a day-to-day basis and see the day-to-day operations of the fiscal agents.

Counselor Romero-Wirth expressed that the evaluation question was challenging because the CEOs don't have direct knowledge of any of the questions that were being asked. She then asked who directs the policy or sets the procedure that requires the CEOs to evaluate the fiscal agent? She suggested if we're taking the direction of staff, maybe we renew the contract only for a year.

Chairman Roybal agreed with her recommendation. He mentioned that he believed that the CEOs had asked to have an evaluation in six months. He also stated that he believes that the CEO board can set that procedure. He clarified that when we went out for bid for a fiscal agent the State asked for more responsibilities to be added to the fiscal agent, so the CEO's asked for a six-month review to ensure that they were complying with everything that the state had asked to be added to the responsibility of the fiscal agent. From his understanding, all of those recommendations that the state asked for the fiscal agent have all been taken care of. He then asked Madam Executive Director if it's the responsibility of the of the CEO board to do an evaluation for the fiscal agent?

Madam Executive Director informed Chairman Roybal that she'll have to review but since the fiscal agent does report to the CEOs, we felt that it was necessary for the evaluation to occur through the CEOs.

6.2 Contract Extension - Fiscal Agent

Chairman Roybal asked what the Staff recommends?

Madam Executive Director stated that we recommend moving forward with another contract starting July 1st with the current fiscal agent Rick Sandoval from Zlotnik and Sandoval.

Chairman Roybal stated that he agrees with staff's recommendation and the recommendation from Councilor Romero-Wirth. He also stated that he supports her recommendation of renewing the contract for a year and reevaluating on a yearly basis to see where we're at and how the performance is. He then asked if there were any other comments or questions from the CEO's.

Based on the recommendation of staff there was a motion that the contract with the current fiscal agent be extended with the term beginning on July 1, 2021 - June 30, 2022, and the staff form a review committee to include staff and members of the CEO board to come back with the re-recommendation, not less than three months prior to the expiration of the contract. This motion was made by Town Manager Rick Bellis – Town of Taos, seconded by Mary Berglund – Town of Eagle Nest.

Counselor Romero-Wirth asked for confirmation that all of the State's concerns regarding the fiscal agent's responsibilities were addressed. Madam Executive Director stated that yes, they were addressed. Counselor Romero-Wirth then stated that she agrees with the motion.

Rick Bellis amended his motion based on Counselor Romero's concern, to include that the review be conducted three months prior to the expiration of the contract and include contact the State for their input as to their satisfaction with the performance of the fiscal agent. This would leave enough time to work out any concerns or re-advertise during those three months. This amendment to the motion was seconded by Mary Berglund – Town of Eagle Nest. Motion passed unanimously by rollcall vote 14 Yays.

7. Informational Reports

7.1 Financial Report

Rick Sandoval gave a brief summary of the financial report. He indicated the financial statements that are presented in this report are the latest financial statements that run through May of 2021. He informed them that there is one more month left for the fiscal year. His report included their standard letter that describes the scope of their contract, the statement of financial position, the statement of activities, and the budget to actual.

Chairman Roybal thanked Mr. Sandoval for his report and congratulated him for the renewal of his contract. He then asked if the Board had any questions. Mr. Sandoval thanked Chairman Roybal.

8. Announcements

Chairman Roybal asked if there were any announcements, or any events coming up in any of the communities that the board would like to share with everyone?

Commissioner Mark Gallegos – Taos County and Mayor of Questa informed the CEOs about an employment opportunity. The company Granite Construction is seeking 50 potential employees for a Questa Rockpile Project at a mine site. This project is projected to take three-five years with a base rate between \$18 - \$23 per hour. They're looking for basic laborers and equipment operators. They're continuing to leave the door open for any new applicants that are willing to work six days a week, 10 hours a day, and can pass a drug test. Mayor Gallegos asked the CEO's if they can reach out to all the neighboring communities, and he can get the information to them so they can pass it on. He stated that the Taos County area is having a housing struggle trying to accommodate the housing for all these guys that are coming from out of state, however they're doing what they can.

Chairman Roybal thanked Commissioner Gallegos for sharing that information.

Madam Executive Director asked if Commissioner Gallegos can send the information to her and the staff will share it with the CEO's and our partners.

9. Public Comments

There were no public comments

10. Next Meeting Date September 15, 2021 at 1:30PM

Chairman Roybal proposed that the next meeting be held September 15th at 1:30PM and suggested return to meeting quarterly.

11. Adjournment

Motion to adjourn at 2:19PM. This motion, made by, passed unanimously by rollcall vote 13 Yays.