

Executive Committee Meeting
Wednesday, June 29, 2022 11:00 AM Mountain

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

Floyd Archuleta	Present
Rebecca Estrada:	Present
Rudy Garcia:	Absent
Vince Howell:	Present
Sean Medrano:	Present
Jolene Nelson	Present
Jon Paul Romero:	Present
Joseph Weathers:	Present

Present:7, Absent:1.

Also in attendance: NALWDB Staff: Lisa Ortiz – Executive Director, Brittany Valencia – Program Specialist, Amber Gomez – Project Specialist/Communications **Guests:** Veronica Alonzo - DWS, Eric Vasquez – One-Stop Operator, Jessica Hudson – One-Stop Operator Assistant, Teresa Quintana – HELP NM, Ericka Van Eckhoutte –HELP NM, Rick Sandoval – Zlotnick Sandoval, Christopher Madrid – New Board Member, Kristen Krell -New Board Member

1. Call Meeting to Order

The Meeting was called to order by Chairman Joseph Weathers at 11:00 AM.

2. Roll Call and Determination of a Quorum

Roll Call was done by NALWDB Project Specialist/Communications, 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 Vince Howell, seconded by Jon Paul Romero, and passed unanimously.

5. Approval of Executive Committee Meeting Minutes

- January 14, 2022
- February 8, 2022

Motion to approve the 1/14/22 and 2/8/22 Executive Committee Meeting Minutes. This motion was made by Rebecca Estrada, seconded by Jon Paul Romero, and passed unanimously.

6. Action Items

6.1 Oath of Office

Madam Executive stated that today we have Kristen Krell representing Adult Ed and Chris Madrid representing Economic Development.

Both Kristen Krell and Chris Madrid raised their right hand and recited the Oath of Office after Chairman Weathers.

6.2 Dislocated Worker Transfer

Madam Executive Director informed the committee that we have been working with our fiscal agent and HELP NM to prepare a transfer of \$300,000 from our dislocated worker funds to the adult program. She mentioned that our hope is to submit this proposal to DWS by today with the approval of the Executive Committee.

Chairman Weathers asked which fiscal year the funds will be transferred from.

Madam Executive Director informed Chairman Weathers that the funds will be coming out of PY21/FY22.

Vince Howell asked if they weren't informed that they will be reducing the abilities to transfer the funds

Madam Executive Director responded no and explained that this transfer will occur for PY21 to cover the funds for June. She mentioned that this amount is based on what HELP NM has projected for the month of June and what they will need to expend to close out PY 21.

Vince Howell asked if this information was passed during the last Full Board Meeting that took place at the boards annual retreat.

Rebecca Estrada stated that she recalls staff informing the board that in the future there may be difficulty, however at the time, it was still something that they were supporting.

Madam Executive Director stated that's right, because our funds were reduced, that can be a concern going into the new year. However, currently we have the funds that are available to transfer to adult.

Floyd Archuleta asked if any of these funds will be used towards ETPL

Madam Executive Director stated that she believes the funds will cover some ITA's, OJT's and Work Experience. She then asked Ericka to give a brief update on what those funds will cover.

Ericka indicated that Lisa was correct. She added that they have a few individuals that had their summer classes that began in June, some June OJT's, a handful of Customized Training, and one TJT.

Chairman Weathers addressed Floyd's concern or desire to speak about CDL.

Floyd Archuleta stated that we've already addressed it in the new fiscal year budget and there was discussion in regard to high need for CDL training during the board retreat.

Chairman Weathers stated that we have to work in conjunction with both the Sector Strategy Committee and the ETPL Committee to make sure percentage wise that we are addressing the needs of the community and the strategic plan which our board has laid out. He then entertained a motion to approve the \$300,000 transfer.

Motion to approve the Dislocated Worker transfer of \$300,000 to Adult. This motion was made. By Rebecca Estrada, seconded. Y Jon Paul Romero, and passed unanimously.

6.3 Renewal of MOA's

Eric Vasquez informed the committee that there are five MOA's that are with Title II or local college partners that are going to expire at the end of this current program year (SFCC, Luna Community College, UNM Taos, UNM Los Alamos, and NMSU Grants). He mentioned that there is an option for renewal for an additional two years and asked the committee for approval.

Motion to approve the renewal of MOA's listed by Mr. Vasquez. This motion was made by Rebecca Estrada, seconded by Vince Howell, and passed unanimously.

6.4 One Stop Operator Evaluation

Chairman Weathers informed the committee that we'll be sending out the one stop operator evaluation to the executive committee members and give them approximately two weeks to fill the evaluation. He asked the committee to reach out to himself, Lisa, or Barney if they have any questions. No action will be taken today, the evaluations will be presented during the next Full Board meeting for approval or disapproval.

6.5 One Stop Operator Certification

Madam Executive Director informed the committee that earlier today during our one stop committee meeting there was discussion about the one stop operator certification, and it was approved by the committee. She mentioned that Mr. Vasquez did a walk through with Chairman Weathers and he provided any additional information that was required for the certification. Lisa added that the certification needs to occur every two years for our comprehensive centers. She then made a recommendation for approval of the certification checklist.

Chairman Weathers thanked Lisa and her staff along with Eric. He added that the list this time around was an improvement and more comprehensive.

Madam Executive Director thanked Eric and Jessica for providing information to their questions.

Eric Vasquez thanked Jessica for her hard work.

Vince Howell chair of the one stop committee made a recommendation for approval.

Motion to approve the certification checklist. This motion was made by Rebecca Estrada, seconded by Jolene Nelson, and passed unanimously.

Jessica Hudson invited the board members to take a walk through of the one stop center if they're in town to view the office space and meet all of the partners.

Chairman Weathers stated, he remembers the state questioning whether that space was too large. He mentioned that it's very impressive to see the utilization of the space that's there.

Mr. Vasquez mentioned that they're actually running low on space in almost all of the one stop centers.

7. Announcements

Madam Executive Director asked Veronica if she could make an announcement in regard to the WCOS system.

Veronica Alonzo announced that unfortunately the Workforce Connection Online System has been down as of Monday. Their service provider, GeoSolutions, was conducting a weekend service maintenance which led to the server crashing and everything shutting down. She added that not only is this issue affecting the State of New Mexico, there are several other states that are being impacted. Mrs. Alonzo stated that if the system is not back up by the end of today, or by tomorrow, they are going to set up a meeting with the One Stop Operators and Executive Directors to discuss how services are being impacted and how Title I services can be continued to be provided as we move forward. She expressed her understanding that there's a lot of work to be done because it's the end of a program year and the beginning of a new program year. Which means service providers are trying to get their work done and it's impacting their ability to do that. If the system is not back up by tomorrow, they have some solutions in place. She mentioned that customers still have access to file their unemployment and can certify their unemployment. This is impacting job seekers who are looking for work, employers who are trying to seek services to the workforce system, it's impacting Title I services, enrollments, and training institutions.

Chairman Weathers asked Mrs. Alonzo to relay to their Secretary, Under Secretaries, and staff that their consideration to place the UI Trailers in both San Miguel County and Mora County during the fire situation was greatly appreciated. It's important that those services were on site within the counties to help the individuals affected

Mrs. Alonzo informed Chairman Weathers that she will relay the message.

8. Informational Reports

Madam Executive Director informed the committee that we are working closely with our service provider to ensure that we are expending all of the funds within our programs, closing out this PY 21, and making sure that we meet the requirements and our performance measures. She then thanked HELP NM and the fiscal agent.

Teresa stated that they're just trying to make sure they wrap up all of their numbers. She mentioned that their staff are very stressed because they cannot enter into WCOS. She then asked Mrs. Alonzo if there will be any leeway in terms of entering information to assure that their quarterly numbers are met, as they're doing follow ups.

Veronica Alonzo informed Teresa that those are exactly the types of things that they're currently discussing. They are hoping that WCOS is back up by tomorrow to avoid those alternative methods. She stated that they understand the impact that it's having on entering performance at this time.

Chairman Weathers asked Teresa how the summer youth program was going and if there were an equal number of participants throughout the 10 counties.

Teresa informed Chairman Weathers that they don't have it in every county right now. However, there's approximately 400 students total. There were about 53 in Mora, 80 in Las Vegas, about 50 in Colfax, and approximately 63 in Cibola County.

Chairman stated, that's fantastic news, and asked which counties are not being served.

Teresa stated that the only three counties not being served are Los Alamos, Santa Fe, and San Juan. She added that they're providing support to the pueblo of Cochiti and all the southern pueblos in Sandoval County where it's needed.

Rebecca Estrada mentioned that Future Focused Education has Santa Fe County.

Amber Gomez announced for the record that Sean Medrano joined the meeting at 11:22 AM.

Floyd Archuleta stated that it's his understanding that that the city of Espanola had about 51 Summer workers however, Rio Arriba County was not participating.

Teresa stated that she's not sure if they're participating with them, and she would have to reach out to their case manager there.

Chairman Weathers expressed his gratitude to some of those youth that they're helping in Mora County who's families were directly impacted by the fire either with loss of business, loss of home, or their parents with loss of jobs.

Teresa thanked Chairman Weathers

9. Public Comments

There were no public comments.

10. Next Meeting Date _____

Madam Executive Director stated that we do not have a date for the next meeting at this time however we can schedule as needed. She then thanked the executive board members for attending today's meeting. She mentioned with Board Chair's approval, Mr. Vasquez has suggested the next Full Board meeting take place in Farmington in the middle of August with the possible date of August 18th. This meeting would be in person and provide an opportunity for the board to take a tour of the San Juan College and the one stop center there.

Chairman Weathers asked the committee to let Lisa know ASAP so that we can finalize the date. He stated that he thinks it's important that we have all of the board members present so that they're able to see the wonderful facility and partnership in which we're working with out there.

Madam Executive Director stated that we'll send out an email to everyone to see if they're available around that time.

11. Adjournment

Motion to adjourn at 11:27 AM. This motion was made by Vince Howell, seconded by Floyd Archuleta, 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.