1. Call to Order Roll Call
   The meeting was called to order at 2:05PM by Lead CEO Henry Roybal.

2. Welcome/Introductions

3. Approval of Agenda
   A motion to approve the agenda was made by Commissioner Jack Fortner; seconded by
   Councilor Pete Sheehey; motion passes by unanimous vote.

4. Approval of Minutes:

   4.1 July 16, 2019
   A motion to approve the minutes was made by Vince Howell, seconded by Mayor Victor
   Snover; motion passes by unanimous vote.

   4.2 November 19, 2019
   A motion to approve the minutes was made by Mayor Nate Duckett, seconded by City
   Manager Rick Bellis; motion passes by unanimous vote.

5. Financial Update
   NALWDB Financial Specialist Lisa Ortiz mentioned that Rick Sandoval provided a detailed
   review of the budget at the Finance Committee Meeting. We discussed the amount of funds that
   we had for in-state travel for Board Members and needed budget adjustments.
6. Lead CEO Report
Lead CEO Henry Roybal thanked all CEO's for their attendance and their understanding of the meeting being rescheduled due to inclement weather.

7. New Business

7.1 2020 RFP Fiscal Agent
Executive Director Dr. LeAnne Salazar-Montoya advised the board that the deadline to approve the RFP is 1-31-2020. Recommend approval.

Commissioner Henry Roybal asked for Attorney Greg Shaffer to give his input on the RFP.

Greg Shaffer stated that we must submit a Notice of Intent to Bid. The Procurement Code also requires form for Disclosure of Competitive Sealed Proposals. Make sure that requisite determination is in the procurement file. RFP's need to have a clear formula for scoring. Everyone should be treated fairly.

CEO's agreed to leave cost at 20%.

A motion to approve the RFP as presented with recommended amendments made by Councilor Pete Sheehey, seconded by Vince Howell. Motion passes by unanimous vote.

7.2 CEO Partnership Agreement
Commissioner Henry Roybal asked for Greg Shaffer's input on this document.

Greg Shaffer stated the generally, MOU's and Partnership Agreements are reviewed in conjunction with each other. The number of board members are different in each document. Roles and responsibilities are not clear or consistent between both documents. The wording is different in Section 3. Greg suggested using the same wording throughout both documents. Section 5c of the MOU has a very broad requirement, whereas the Partnership Agreement is not as broad. The Review and Approval Process needs to be consistent between both documents. Section 11A needs to be clarified and state that the Lead CEO can make an interim appointment. There were many typos in Section 5 of the Partnership Agreement.

Executive Director Dr. LeAnne Salazar-Montoya advised that we have until June 30, 2020 to complete the MOU and Partnership Agreement. Request that both items are tabled.

Greg Shaffer advised that he will email the corrections needed to the Executive Director.

A motion to table the CEO Partnership Agreement was made by Rick Bellis; seconded by Vince Howell. Motion passes by unanimous vote.

7.3 CEO Memorandum of Agreement
A motion to table the CEO Memorandum of Agreement was made by Rick Bellis; seconded by Councilor Pete Sheehey. Motion passes by unanimous vote.

7.4 Approval of Evaluation Tool/Who/When for the Fiscal Agent
Executive Director Dr. LeAnne Salazar-Montoya stated that this document is everything related to the Fiscal Agent. This was requested by the state. The deadline to present this to the
A motion to approve the Evaluation Tool was made by Vince Howell; seconded by Rick Bellis. Motion passes by unanimous vote.

7.5 Resolution for CEO Meetings  
Executive Director Dr. LeAnne Salazar-Montoya clarified that the purpose of this document is to give appropriate notice for the next required CEO Meetings. She also pointed out that the wording on the document provided is incorrect. It states "Bi-monthly" and it should say "Bi-Annually."

Attorney Greg Shaffer noted that the Open Meetings Act stated that if the meeting notice does not include the agenda, instructions should be provided on where to find the agenda.

A motion to approve Resolution with changes was made by Rick Bellis, seconded by Vince Howell. Motion passes by unanimous vote.

7.6 Appointment to the NALWDB Board  
Executive Director Dr. LeAnne Salazar-Montoya stated that there are no appointments at this time. No action needed.

8. Public Comments  
NALWDB Chairman Joseph Weathers thanked the CEO's for coming together to get a quorum and announced that the Northern Board was commended at the last state meeting for being the only board that has been able to do this consistently.

9. Next Meeting Date June 16, 2020  

10. Adjournment  
A motion to adjourn was made by Vince Howell; seconded by Nate Duckett. Motion passes by unanimous vote. Meeting adjourned at 2:57pm.