

CEO Special Meeting
Friday, January 24, 2020 2:00 PM Mountain

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

Rick Bellis: Present
Nate Duckett: Present
Vince Howell: Present
Laura Jaramillo: Absent
Carol Romero-Wirth: Absent
Neil Segotta: Absent
Mike Stark: Present

Present: 4, Absent: 3.

Also in attendance in person: Pete Sheehey - Los Alamos County. Also in attendace via zoom: Sandra Garcia - Town of Angel Fire, Mayor Victor Snover - City of Aztec, Mayor Billy Elbrock - Town of Chama, Mayor Leo Martinez - Village of Cimaarron, Mary Berglund - Town of Eagle Nest, Deputy Clerk Angelica Serrano - City of Espanola, John Dion - City of Gallup, Frances Muniz - Mora County, Mayor Ted Benavidez - Village of Pecos, Commissioner Danny Garcia - Rio Arriba County, Mayor Linda Calhoun - Town of Red River, Commissioner Henry Roybal - Santa Fe County, Commissioner Jack Fortner - San Juan County, Kathleen Eggert - Village of Wagon Mound. Guests in Attendance: Greg Shaffer - Santa Fe County Attorney

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 passe 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 eachother. 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, wheras the Partnership Agreement is not as broad. The Review and Approval Process needs to be consistent between both documents. Section 11A needs to be clarifie 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

state is June 30, 2020.

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.