

Full Board Meeting
Monday, March 16, 2020 10:00 AM Mountain

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

Floyd Archuleta:	Present
Krutik Bhakta:	Absent
Rebecca Estrada:	Absent
Zane Fischer:	Present
Rudy Garcia:	Present
Vince Howell:	Absent
Jenny Lambert:	Present
Mario Lucero:	Present
Carlos Medina:	Present
Sean Medrano:	Present
Dr. Dorian Newton:	Absent
Nani Rivera:	Present
Kevin Romero:	Absent
Linda Siegle:	Present
Arthur Sparks:	Present
Rock Ulibarri:	Present

Present: 11, Absent: 5.

Also in attendance: Scott Beckman, Thomas Garcia, Maria Herrera, Chris Madrid, Jolene Nelson, Joseph Weathers. Absent: Krutik Bhakta, Rebecca Estrada (excused), Vince Howell (excused), Dr. Dorian Newton, Jon Paul Romero (excused), Kevin Romero. NALWDB Staff: Dr. LeAnne Salazar-Montoya - Executive Director, Barney Trujillo - Operations Manager, Deborah Wildenstein - Program Monitor, Elena Maestas - Program Support, Lisa Ortiz - Financial Specialist, Amber Gomez - Communications, Miranda Harris - Executive Secretary. Guests: Alex King - DWS, Veronica Alonzo - DWS, Marguerite Haverly - Property Manager.

1. Call Meeting to Order

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

2. Roll Call and Determination of a Quorum

Roll call was made by NALWDB Secretary, Miranda Harris, who 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, made by Rock Ulibarri and seconded by Arthur Sparks, passed by unanimous vote.

5. Approve, Amend or Disapprove Prior Meeting Minutes

5.1 02/13/2020

Motion to approve 02/13/2020 Minutes. This motion, made by Nani Rivera and seconded by Rock Ulibarri, abstained by Jenny Lambert, passed by majority vote.

6. Bi-Monthly State Update

Alix King advised that employees of DWS will be available by phone during Tele-Work. However, email is preferred.

Veronica Alonzo asked to please ensure that you email all three DWS employees, Veronica Alonzo, Alix King and Margarito Aragon.

7. Action Items

7.1 RFP's-Electronic Amendment

Motion to approve amendment to all open RFP's to include that submissions for RFP's will be allowable to be accepted electronically due to the quarantine situation in New Mexico. This motion, made by Rudy Garcia and seconded by Rock Ulibarri, passed by unanimous vote.

7.2 Board Composition Announcements/Changes

Dr. LeAnne Salazar-Montoya advised that we need to ratify the state's acceptance for Maria Herrera to replace Marcos Martinez. There is also a recommendation from the Rules Committee to remove Dr. Dorian Newton due to too many unexcused absences.

Rudy Garcia asked to table removing Dr. Dorian Newton until after the quarantine.

Motion to approve Maria Herrera as a new Board Member and table Dr. Dorian Newton's removal from the Board. This motion, made by Rudy Garcia and seconded by Rock Ulibarri, passed by unanimous vote.

7.3 Election of Board Secretary

Dr. LeAnne Salazar-Montoya advised to the Board that we received a resignation from Board Secretary Ambrose Castellano leaving a vacancy in this position. We need to have an election for the replacement of Board Secretary.

Commissioner Rudy Garcia recommends Carlos Medina as Board Secretary.

Rock Ulibarri recommends Arthur Sparks as Board Secretary. Chairman Joseph Weathers advised that Arthur Sparks can not be nominated because he is a Board Partner. Alix King confirmed that all Officers must be Business Board Members.

Carlos Medina accepted the nomination.

Motion for Carlos Medina to be appointed as Board Secretary by acclamation. This motion, made by Rudy Garcia and seconded by Sean Medrano, passed by unanimous vote.

7.4 Ratification of RFP 2020-005 Award Approval

Dr. LeAnne Salazar-Montoya advised that the winner of the bid was HELP NM. At the Executive Board Meeting a motion was made to approve HELP with the RFP effective today post meeting. Recommending approval to ratify the RFP.

Motion to ratify RFP 2020-005 Award Approval. This motion, made by Rudy Garcia and seconded by Sean Medrano, passed by unanimous vote.

8. Finance

8.1 Ratification of Transfer of Funds BAR #7 - \$200,000

Dr. LeAnne Salazar-Montoya stated that this BAR request went to the Finance Committee was then approved by the Executive Committee. This BAR is to move funds from Dislocated Worker to Adult. It is Intended to support an initiative for San Juan Water Hauler Project.

Motion to ratify BAR #7. This motion, made by Rudy Garcia and seconded by Sean Medrano, passed by unanimous vote.

9. Executive Director Report

Dr. LeAnne Salazar-Montoya updated the Board that there has been a response to COVID-19 following the Governor's lead. A tele-work contract has been provided to the staff members which outlines what is expected of our staff. There is a continuation of services. One Stop centers are 100% closed to the public as of today. However, two of the offices will have staff members there. Unemployment has made some adjustments to requirements due to the lay-offs that are occurring from COVID-19. A YouTube video has been provided which explains the new requirements for unemployment. Our providers have been asked that our projects continue and a weekly report will be required from each provider to ensure our funds are continuing to be expended in a timely manner.

Commissioner Rudy Garcia suggested that information regarding unemployment be put on our website specifically for the restaurant industry for employees who have lost their jobs.

Dr. LeAnne Salazar-Montoya stated that Secretary McAmley's YouTube video will be uploaded to our website.

Veronica Alonzo advised that anytime there is a reduction in hours, you are able to file for unemployment.

Chairman Joseph Weathers asked how many more dollars we have in our Dislocated Worker budget, and will we be using these funds for the individuals that are being affected by COVID-19?

Rick Sandoval advised that there is about \$300,000 of un-obligated funds available.

9.1 State COVID-19 Update/Initiative

10. Other Business

10.1 Discussion of April 9th Board Meeting - Farmington

Jenny Lambert confirmed that the campus in Farmington is currently closed until later in April. Ms. Lambert suggested moving the meeting to June. Dr. LeAnne Salazar-Montoya recommends that we continue April 9th, 2020 as a Zoom meeting. There will most likely be more RFP's that need to be approved since there are a few that will be closing on April 1, 2020. Recommends a motion to hold April 9, 2020 meeting over Zoom and hold the next available meeting in Farmington.

Motion to hold April 9, 2020 meeting over Zoom and hold the next available meeting in Farmington. This motion, made by Sean Medrano and seconded by Jenny Lambert, passed by unanimous vote.

11. Public Comments

Chairman Joseph Weathers asked what the hours of operation will be? Dr. LeAnne Salazar-Montoya advised that we will continue will regular hours of operation 8-5. In the event a staff member decides to go out of state, they are required to self-quarantined for 14 days.

12. Adjournment

Motion to adjourn at 10:48AM. This motion, made by Sean Medrano and seconded by Jenny Lambert, passed by unanimous vote.