

*Northern Area Local Workforce Development Board Full Board Meeting*

**Agenda**

**December 19, 2019**

**10:00 AM**

**NALWDB Conference Room**

**525 Camino De Los Marquez**

**Suite 250**

**Santa Fe, NM 87505**

1. Call to Order
2. Roll Call/Determination of a Quorum
3. Pledge of Allegiance (USA/NM)
4. Approval of Agenda
5. Approve, Amend or Disapprove Prior Meetings
  - 5.1 Regular NALWDB Meeting Minutes 10/10/19
  - 5.2 Special Board Meeting Minutes 11/21/19
  - 5.3 Executive Committee Meeting Minutes 9/5/19
  - 5.4 Executive Committee Meeting Minutes 10/7/19
  - 5.5 Executive Committee Meeting Minutes 10/22/19
  - 5.6 Executive Committee Meeting Minutes 11/8/19
6. Welcome and Introduction of Guests
7. Public Comments
8. Presentations
  - 8.1 State of New Mexico DWS - Office Rental Overview  
**Speaker(s):** Ricky Serna (Deputy Secretary)
  - 8.2 Bi-monthly DWS State Update  
**Speaker(s):** Margarito Aragon
  - 8.3 Career Pathway's Initiative/MOU's  
**Speaker(s):** Jenny Lambert
  - 8.4 Breakthrough Leadership  
**Speaker(s):** Michael Brown
9. Staff Reports
  - 9.1 Board Chair/Executive Report  
**Speaker(s):** Joseph Weathers
    - 9.1A. Evaluations
      - 9.1A.i. Executive Director

9.1A.ii. One Stop Operator

9.1A.iii. Fiscal

9.2 Executive Director Report

**Speaker(s):** Dr. LeAnne Salazar-Montoya

9.3 Operations Manager Report

**Speaker(s):** Barney Trujillo

9.4 One Stop Operator Report

**Speaker(s):** Mary Mylet

9.5 Financial Report

**Speaker(s):** Rick Sandoval

9.6 Provider (SER Jobs for Progress Report)

## 10. Committee Reports

10.1 Finance Committee Report

10.1A. RSA Gallup

10.1B. RSA Taos

10.1C. RFP Youth PY17

10.1D. RFP Fiscal Agent

10.1E. RFP Adult/Dislocated Worker PY18

10.1F. RFP Youth PY18

10.1G. RFP Legal

10.1H. OSO Contract Fy19-20

10.1I. Building Lease (Calle Marquez), YMC Properties

10.1J. Professional Document Services Contract

10.1K. PY 19-20 Provider Contract (A/DW/Y)

10.1L. First National Bank Account

10.1M. Financial Policies Handbook

10.1N. Financial Internal Procedures Handbook

10.2 Rules Committee Report

10.2A. Resolution for 2020 Board Meetings

10.2B. Resolution for 2020 CEO Meetings

10.2C. Resolution for 2020 Holidays and Observances

- 10.2D. Staff Handbook
- 10.2E. Program Policies (1-28) per Grant Agreement
- 10.2F. CEO-Board Partnership Agreement
- 10.2G. By-Laws
- 10.3 Youth Committee Report
  - 10.3A. Spend Down Plan
- 10.4 One Stop-Performance Committee Report
- 10.5 ETPL Committee Report
- 11. New Business
  - 11.1 Rebranding the NALWDB  
**Speaker(s):** Joseph Weathers
  - 11.2 PY17 Fiscal Monitoring Update
  - 11.3 Sector Strategies  
**Speaker(s):** Rebecca Estrada
  - 11.4 Strategic Planning/Continuous Improvement  
**Speaker(s):** Mario Lucero
  - 11.5 Greater Gallup MOU
- 12. Unfinished Business
  - 12.1 Program Monitoring Update
  - 12.2 Annual Single Audit, Integrity
  - 12.3 PY17-18 Full Audit, Hinkle & Landers
- 13. Accounts Payable
- 14. Future Planning
  - 14.1 Next Meeting: February 6, 2019 10:00 AM
  - 14.2 Board Matters
  - 14.3 Items Suggested for Future Meetings
- 15. Executive Session
- 16. Adjournment

Join Zoom Meeting

<https://zoom.us/j/2489726411>

One tap mobile

+1-669-900-6833

Meeting ID: 248 972 6411

Find your local number: <https://zoom.us/j/adGcdHxYxd>