Northern Area Local Workforce Development Board
Executive Committee Minutes
Tuesday, October 22nd, 2019
2:00 pm
525 Camino De Los Marquez Suite 250 Santa Fe, NM 87505

<table>
<thead>
<tr>
<th>Members Present</th>
<th>Members Absent</th>
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<tbody>
<tr>
<td>Joseph Weathers-Board Chair</td>
<td>Vince Howell</td>
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<tr>
<td>Rock Ulibarri</td>
<td>Rudy Garcia</td>
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<tr>
<td>Ambrose Castellano - phone</td>
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<td>Jon Paul Romero – phone</td>
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<td>Thomas Garcia</td>
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Others Present: Miranda Harris (Administrative Assistant NALWDB), LeAnne Salazar-Montoya (Executive Director), Barney Trujillo (Operations and Performance Manager), Margarito Aragon - phone, Veronica Alonzo - phone, Alexandria King (NMDWS) - phone.

I. Call to Order/ Pledge of Allegiance / Roll Call: The meeting was called to order at 2:10 pm. by the NALWDB Executive Committee Chair, Joseph Weathers. The Pledge of Allegiance was recited. Roll call of the Committee was taken by the recording secretary that indicated a quorum was present.

II. Approval of Letter of Intent with CBRE - ACTION: Board Member Jon Paul Romero made a motion to approve; seconded by Board Member Ambrose Castellano; motion passed by unanimous voice vote.

III. Approval of One Stop Operator RFP - ACTION:
A motion was made by Jon Paul Romero to approve; seconded by Rock Ulibarri; motion passed by unanimous vote.

IV. Approval of Adult & D/W Services Contract – ACTION:
A motion was made by Rock Ulibarri to approve contract; seconded by Jon Paul Romero; motion passed by unanimous vote.

V. Approval of Youth Services Contract – ACTION: A motion was made by Rock Ulibarri to approve contract; seconded by Thomas Garcia; motion passed by unanimous vote.

VI. Approval of Executive Director Evaluation – ACTION: A motion was made by Rock Ulibarri to approve evaluation; seconded by Ambrose Castellano; motion passed by unanimous vote.
VII. **Approval of Fiscal Agent Evaluation** – **ACTION:** A motion was made by Rock Ulibarri to approve evaluation; **seconded** by Jon Paul Romero; motion passed by unanimous vote.

VIII. **Discussion/Approval of Fiscal Monitor and Possible Approval of a New Contract** – **ACTION:** Executive Director Dr. LeAnne Salazar-Montoya stated that Fiscal Monitoring would be $25,000 covering 2 program years in question. According to Rick Sandoval, the money has been reallocated appropriately and we are ready to move forward. A motion was made by Jon Paul Romero to approve the contract; **seconded** by Rock Ulibarri; motion passed by unanimous vote.

IX. **Approval of NALWDB Work Experience Policy** – **ACTION:** Veronica Alonzo stated that NALWDB did not previously have a policy and was not using SER’s. The policy presented was made by the state and previously approved. This policy will be change 1. A motion was made by Rock Ulibarri to approve policy; **seconded** by Ambrose Castellano; motion passed by unanimous vote.

X. **Approval of Grievance Policy** – **ACTION:** A motion was made by Rock Ulibarri to approve the policy; **seconded** by Thomas Garcia; motion passed by unanimous vote.

XI. **Travel Reimbursement Policy Update** – **ACTION:** Dr. LeAnne Salazar-Montoya advised that the update to the policy is in regards to who receives a travel reimbursement for Board and Committee meetings. The new policy specifies that only Business Representative Board Members will receive this reimbursement. A motion was made by Rock Ulibarri to approve the updated policy; **seconded** by Thomas Garcia; motion passed by unanimous vote.

XII. **Adjournment:** The meeting was called to Adjournment by Joseph Weathers at 2:29 PM.