



Providing resource conservation for a quality environment demonstrated through active leadership, cooperation and partnership

**Board of Supervisors
September Regular Monthly Meeting
September 14th, 2015**

**Held at the Whitfield Wildlife Conservation Education & Visitor Center
2424 Hwy 47, Belen, NM
7:00 P.M.**

Board of Supervisors Attending: Chair Abel Camarena, Vice Chair Teresa Smith de Cherif, Treasurer Andrew Hautzinger, Supervisor P. Joseph Moya, Supervisor Jim Lane, Supervisor Jeff Goebel

Others Attending: Administrative Assistant Jasmine Martinez, Whitfield Project Manager Ted Hodoba, NRCS Area Conservationist Pearl Armijo, NMDA Program Specialist Katie Mechenbier, Margaret Cerno of Pueblo of Laguna, resident Bob Gosticha.

Meeting Minutes

1) 7:00 pm Call to Order: Chairman Abel Camarena verified quorum. The pledge of allegiance was led by Ted Hodoba. **Motion to approve the Agenda with changes. 1st: P. Joseph Moya, 2nd: Teresa Smith de Cherif. No further discussion. Agenda changes included the personnel committee update to be held in executive session at the end of the meeting. All were in favor, motion carried.**

2) Reports

- **NRCS Report:** Pearl Armijo provided the NRCS report. Local Work Group meeting for 2016 Farm Bill programs was held September 9th at the Whitfield Center and Pearl submitted her proposal to the State Conservationist for approval.
- **NMDA Report:** Program Specialist Katie Mechenbier provided the September NMDA report. She recommended Jasmine Martinez attend the Inspection of Public Records Act and Open Meetings Act training in Alamogordo on November 18th. The Board concurred.

3) Regular District Business

- **Approval of August 3rd 2015 Meeting Minutes:** Motion was made to approve the meeting minutes of August 3rd 2015 as written. 1st: P. Joseph Moya, 2nd: Andrew Hautzinger. No further discussion. All were in favor, motion carried.

- **Correspondence (handout):** Correspondence was reviewed. The Board reviewed an invitation from the NM Environment Department for the District to have an appointee serve with the NM Recycling and Illegal Dumping Alliance. The Board requested more information on what would be required of the District to participate.
- **Treasurer's Report:** The August 2015 expenditures were reviewed. **Motion was made to approve expenditures as provided for August 2015. 1st: P. Joseph Moya, 2nd: Jim Lane. No further discussion. All were in favor, motion carried.** Financial Planning was tabled to the October meeting. **Motion to approve a \$100 sponsorship of the Richard Becker Award for 2015. 1st: Teresa Smith de Cherif, 2nd: P. Joseph Moya.** There was no further discussion. **All were in favor, motion carried.**

IT equipment & services quote: The Board reviewed the ABBA quote provided through the state price agreement. There was discussion of possible alternates for the three workstation configurations and consideration of additional quotes. **Motion was made to approve the District staff procuring a three workstation hardware and technical support services contract that met District needs at the best price at an amount not to exceed \$19,000. 1st: P. Joseph Moya, 2nd: Teresa Smith de Cherif, For: Jeff Goebel, Abel Camarena, Andrew Hautzinger, Against: Jim Lane.** There was further discussion about alternate hardware configurations and to obtain clarification from ABBA on specific questions and issues discussed. **Motion carried.**

4) Old Business

- **Whitfield Update:** Ted Hodoba gave his report for August. There was an opportunity for an art display piece for Whitfield from NM Arts in Public Places. The Board requested to view and approve proposed art at a future Board meeting when available (anticipated art proposals: October 2015). For the fallen tree removal, Ted stated that a claim was submitted and it was determined as not covered. Two quotes for contractor removal were obtained: 1) \$2,033.00 and 2) \$3,240.00. Following discussion Joseph Moya volunteered to contact the Belen MRGCD division manager for assistance. Teresa Smith de Cherif requested that Master Naturalists give a presentation of activities to the Board at a future meeting. **Action: Ted Hodoba would determine a time when the Master Naturalist Interns could visit** with the Board.
- **Personnel Comm. Update:** The review of Mark Sanchez's work status in a closed session was moved to the end of the meeting. The recommended revised job description for the Whitfield Project Manager position contained confidential information about the current employee Ted Hodoba and was moved to discussion in the executive session at the end of the meeting. The recommended job description for the new District Manager position was not ready for Board consideration and tabled to the October monthly meeting. The review of total compensation for all employees was not ready for Board consideration and tabled to the October monthly meeting. The training request for Ted Hodoba submitted by the District Administrator was reviewed during the executive session at the end of the meeting.
- **Rio Abajo Cons. Area and Rental Property Update:** There was no committee update regarding RACA and rental property.

- **Cibola National Forest Plan revision update:** Jeff Goebel briefed the Board that he attended the last three public meetings for the Mountainair Forest Service District as a member of the Landscape Team. The last two were August 6th in Mountainair and August 18th in Torreon. After the public comment period, the Landscape Team will reconvene for next steps in the process.
- **Bosque Restoration Update; Rio Abajo Habitat Restoration Project status** was tabled for the October monthly meeting.

5) New Business

- **Chartering a land use plan committee:** Jeff Goebel provided his proposed charter for a land use committee. The Board discussed roles and responsibilities, membership, functions, deliverables and completion dates. The outreach component included identifying community issues and resource concerns through GIS. The land use plan would allow the Board to declare positions on community concerns. **Motion to approve the land use committee charter proposed by Jeff Goebel with Jeff Goebel as lead contact and P. Joseph Moya as member. 1st: P. Joseph Moya, 2nd: Teresa Smith de Cherif. No further discussion. All were in favor, motion carried.**
- **Green Dot Project:** Jeff Goebel updated the Board on his trip to Washington DC and presenting the Green Dot Project while there. He suggested seeking project endorsement from NMACD.
- **Board Supervisor recruit for Seat 7:** Margaret Cerno of Laguna Pueblo introduced herself and expressed interest in serving on the District Board. She would give her decision to serve following review, responsibilities and pending approval from the Laguna tribal leadership. The Board stated they would provide a letter of invitation for consideration to the governor if Ms. Cerno requested. **Action: Provide information on Board participation, responsibilities to Ms. Cerno for her consideration of serving on behalf of Laguna.**

Motion was made at 9:10 pm to go into executive session for personnel matters which include confidential information pursuant to the OMA Subsection H, exception 2 for limited personnel matters to discuss the work status of Mark Sanchez, Whitfield Project Manager job description and Ted Hodoba training request. Roll Call: Jeff Goebel yea, Jim Lane yea, P. Joseph Moya yea, Abel Camarena yea, Teresa Smith de Cherif yea, and Andrew Hautzinger yea. All in favor, motion carried.

Motion was made at 9:35 pm to close the executive session and reconvene the open meeting. Roll Call: Jeff Goebel yea, Jim Lane yea, P. Joseph Moya yea, Abel Camarena yea, Teresa Smith de Cherif yea, and Andrew Hautzinger yea. All in favor, motion carried.

Abel Camarena stated that only the topics cited in closure to go to executive session were discussed and no actions were taken during the closed session.

Motion was made to approve the revised Whitfield Project Manager job description and increase in salary level to \$24.50 per hour in recognition of Ted Hodoba's Master degree and planning certifications. 1st Teresa Smith de Cherif, 2nd P. Joseph Moya. There was no further discussion. All were in favor, motion carried.

Motion was made to approve \$500 for Ted Hodoba to attend the 2105 APA–New Mexico and ASCE–New Mexico Statewide Conference Building Alliances for a Livable New Mexico in Las Cruces from September 23rd to 25th and report back to board. 1st Teresa Smith de Cherif, 2nd Jeff Goebel. There was no further discussion. All were in favor, motion carried.

Motion was made to approve Mark Sanchez's full return to work and for Ted Hodoba to meet with Mark Sanchez to review his job duties and obtain signature from employee on his readiness to return, determine the return date for employee and to report to the District Manager upon start back to review employment standing. 1st Abel Camarena, 2nd P. Joseph Moya. There was no further discussion. All were in favor, motion carried.

6) Adjournment

Motion to adjourn the meeting at 9:43 pm. 1st P. Joseph Moya, 2nd Teresa Smith de Cherif. All were in favor, meeting adjourned.

Signatures Abel M. Camarena 10/5/15
Abel Camarena, Chair Date

Jasmine G. Martinez 10/6/15
Jasmine Martinez, Administrative Assistant Date