



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

**Board of Supervisors
October Monthly Meeting
October 21st, 2017 9:00 A.M.**

held at **the Whitfield Wildlife Conservation Education & Visitor Center
2424 Hwy 47, Belen, NM**

Board of Supervisors Attending: Chair Abel Camarena, Vice Chair Teresa Smith de Cherif, Supervisor Andrew Hautzinger, Supervisor P. Joseph Moya, Supervisor Richard Bonine, Jr., Supervisor Jeff Goebel

Others Attending: District Manager Madeline Miller, Administrative Assistant Jasmine Martinez, Whitfield Manager Ted Hodoba, EVUGP Program Coordinator Lindsey Hamilton

Meeting Minutes

- 1) Call to Order:** Chairman Abel Camarena verified quorum and called meeting to order at 9:07 am. Vice Chair Smith de Cherif requested time to discuss a fire management plan for Whitfield under Whitfield Report. Supervisor Bonine requested time to discuss erosion concerns in the District under Land Use Plan Committee.

Motion was made to approve Agenda as amended.

1st: Andrew Hautzinger **2nd: Teresa Smith de Cherif** No further discussion.
For: all **Against: 0** **Abstain: 0** **Absent: P. Joseph Moya**
Motion carried.

- 2) Approval of September 30th, 2017 Meeting Minutes**

Motion was made to approve the September 30th, 2017 meeting minutes as presented.

1st: Richard Bonine **2nd: Teresa Smith de Cherif** No further discussion.
For: all **Against: 0** **Abstain: 0** **Absent: P. Joseph Moya**
Motion carried.

3) REPORTS

NRCS: Pearl Armijo did not attend the meeting. No report available for Board review from Ms. Armijo at this time.

NMDA: Katie Mechenbier did not attend the meeting. Her written report was available for Board Review. District Manager's attendance at the Local Government Budget Management System training was discussed and a report back following the training was requested by the

To: [unclear]
From: [unclear]

Board. Vice Chair Smith de Cherif would like a supervisor or staff member to attend the RFP training offered by NMDA now or in the future. VSWCD is on the SWCC agenda for boundary approval.

Supervisor P. Joseph Moya came into the meeting at 9:20 am.

Supervisor Goebel, whom has been involved in Forest Plan Revision on behalf of the District, indicated he could not continue participation at this time. The District Manager commented she would like to keep up with the Forest Plan Revision information on behalf of the District.

District Manager's Report: District Manager Madeline Miller presented her report to the Board, highlights included Fall Field Tour with BEMP at the Belen sites and Whitfield Committee meeting prior to today's meeting regarding education program. Lindsey Hamilton presented her report to the Board; she reported there was no attendance at the Financial Assistance Program information session on October 14th; she helped with the booth at Rio Communities Health & Wellness Fair and there was a good turnout noting targeting these events for outreach would be best; and she discussed potential partnerships with YDI and First Choice for the E. Valencia Urban Gardens Program.

Whitfield Report: Whitfield Manager Ted Hodoba presented his report to the Board. Teresa presented an inquiry from Charlies Sanchez, former Supervisor, regarding a need for a Fire management plan for Whitfield. Ted noted he has been working on an emergency preparedness plan focused more on the education programs and visitors at Whitfield; he would like to include a fire management plan in his Whitfield Master Plan that he has been updating which would include RACA and the Stacy Unit. Ted would contact Rob Barr with Tome-Adelino Fire Department, and a Rio Communities counterpart for support in developing the fire management plan for Whitfield.

P. Joseph Moya left the meeting at 10:25 am.

Jasmine Martinez presented her report to the Board, highlights included fall education program schedule, new education tour guides, and expansion of Sandia Mountain Natural History Center 5th grade program at Whitfield.

4) NEW BUSINESS

- **2017 Richard Becker Award:** Request for \$100 sponsorship for the award.

Motion to approve \$100 sponsorship to the Richard Becker Award.

1st: Teresa Smith de Cherif 2nd: Richard Bonine No further discussion.

For: all Against: 0 Abstain: 0 Absent: P. Joseph Moya

Motion carried.

- **NMACD Resolutions Annual Mtg October 23rd, 2017:** Supervisor Jeff Goebel presented NMACD Resolutions for Board Review. Supervisor Goebel asked the Board which resolutions they would like to support as he will be attending the meeting as a

representative of VSWCD. The Board discussed their support for or against the presented new resolutions which will be up for vote at the October 23rd meeting.

Motion to approve support for NMACD Resolution #1 and decline support for Resolutions #2 and #3.

1st: Teresa Smith de Cherif **2nd: Richard Bonine** No further discussion.
For: all **Against: 0** **Abstain: 0** **Absent: P. Joseph Moya**
Motion carried.

Further discussion included review of NMACD position statements and VSWCD's rejection of the document as presented primarily due to lack of both history for and individual review of the position statements by NMACD.

Motion to reject the NMACD position statements at the NMACD Annual meeting due to no opportunity to review and lack of historical information for each statement by NMACD.

1st: Teresa Smith de Cherif **2nd: Richard Bonine** No further discussion.
For: all **Against: 0** **Abstain: 0** **Absent: P. Joseph Moya**
Motion carried.

- **NMACD Annual Meeting; Associate Supervisor attendance request:** Supervisor Goebel indicated Associate Supervisor Castro would like to attend the NMACD Annual Meeting. The Board did previously approve two attendance registrations for the NMACD Annual Meeting. The Board discussed need for a policy regarding Associate Supervisor future attendance at meetings and conferences and also to define the role of the Associate Supervisor.

Motion to support scholarship for Associate Supervisor Myrna Castro to the NMACD meeting with the expectation that she will be able to participate in and report on sessions that the Board would otherwise not be able to participate in. The Personnel Committee is directed to develop policies as appropriate to address associate members and related parties. The scholarship is for the conference registration fee.

1st: Andrew Hautzinger **2nd: Richard Bonine** No further discussion.
For: all **Against: 0** **Abstain: Teresa Smith de Cherif, Jeff Goebel**
Absent: P. Joseph Moya
Motion carried.

- **New Committee – Ad Hoc Financial Review Committee; 2019 Budget:** Charter for Financial Planning Ad Hoc Committee presented for Board Review. Purpose of the ad hoc committee is to prepare for a more efficient and effective Board meeting to address VSWCD financial matters and fiduciary responsibility. Discussed using "task force" in the place of "committee".

Motion to approve formation of the Financial Planning Ad Hoc Task Force as described in the charter document. Andrew Hautzinger, Jeff Goebel, and Richard Bonine, and District Manager Madeline Miller will make up the task force.

1st: Teresa Smith de Cherif 2nd: Richard Bonine No further discussion.
For: all Against: 0 Abstain: 0 Absent: P. Joseph Moya
Motion carried.

- **Quivira Coalition Annual Meeting; attendance request, scholarships:** District Manager recommended the Board approve attendance by Supervisor Goebel, including registration, mileage and per diem.

Motion to approve two participants to attend the Quivira Coalition Annual Meeting with a budget not to exceed \$800.

1st: Andrew Hautzinger 2nd: Richard Bonine
For: all Against: 0 Abstain: 0 Absent: P. Joseph Moya
Motion carried.

- **District Intra Relationships:** Supervisor Goebel discussed tone and comments made in emails between Board supervisors in the time he has been with the VSWCD that he indicated he did not appreciate as he felt they were dismissive and not respectful. He requested that further email communications be collegial and respectful. Chairman Camarena responded that email communications received from Supervisor Goebel should likewise be collegial and respectful in kind. Supervisor Bonine requested that Supervisor Goebel consider removing his business identification on his emails when conducting District business via email as it may be a conflict of interest. Vice Chair Smith de Cherif commented that personal disagreements should be handled in private, Supervisor Hautzinger concurred and added that he does not believe disrespect has ever been an intention in communications.

5) REGULAR BUSINESS:

- **Budget & Accounting: 1) September Expenditures:** September expenditures presented for Board review.

Motion to accept the September expenditures as presented.

1st: Teresa Smith de Cherif 2nd: Richard Bonine
For: all Against: 0 Abstain: 0 Absent: P. Joseph Moya
Motion carried.

- **2) 1st quarterly report and DFA reporting update:** First quarterly report presented for Board review.

Motion to approve submittal of 1st quarterly report

1st: Richard Bonine 2nd: Teresa Smith de Cherif
For: all Against: 0 Abstain: 0 Absent: P. Joseph Moya
Motion carried.

3) Revised inventory and assets lists: The updated inventory and asset lists were presented for Board review. The East Valencia Urban Gardens Program inventory was considered for addition to the inventory list. The Board requested the inventory list be tabled for review following updates.

Motion to approve VSWCD asset list as amended.

1st: Teresa Smith de Cherif **2nd: Richard Bonine** No further discussion.
For: all **Against: 0** **Abstain: 0** **Absent: P. Joseph Moya**
Motion carried.

4) VSWCD Board reporting: Item was addressed as Financial Planning.

- **Financial Assistance Committee: 1) additional recommendations for 2018:** the District Manager discussed using the recognized volunteer rate for New Mexico (Independent Sector) for people requesting reimbursement for labor. District Manager Miller also recommended that applicants not be reimbursed monetarily but that labor be considered as in-kind contribution to an awardee's cost sharing with evaluation of and approval of requested contribution of an awardee be evaluated and approved at VSWCD's discretion.
- **Personnel Committee; EVUGP Program Coordinator leave (February-March):** The District Manager requested hiring of Ronnie Gutierrez, to replace Ron Goens who is leaving as of the 25th for health reasons. The Manager requested Ronnie be able to start the following week, adding 4 hours per week to his work schedule. The District Manager also requested Committee approval of the maternity leave request from Lindsey Hamilton starting end of January through March and working part time (20 hrs/wk) in April using all available leave and some FMLA leave. The Committee recommended the Board approve the requests.

Motion to adopt the personnel committee recommendations regarding Ronnie Gutierrez and Lindsey Hamilton.

1st: Richard Bonine **2nd: Teresa Smith de Cherif** No Further discussion.
For: all **Against: 0** **Abstain: 0** **Absent: P. Joseph Moya**
Motion carried.

- **Land Use Plan Committee: 1) Update on mapping contract, timeline:** GIS contract is being put together. Land Use Plan Committee met to clarify purpose and goals; **2) Erosion concerns:** Supervisor Bonine presented pictures highlighting erosion concerns in the District within the Laguna Pueblo and the Rio Puerco area due to the severe rain and tornado weather of the last few weeks.
- **Rio Abajo Committee: 1) land division with NMGF:** Land division has been agreed upon, it will take a few weeks for paperwork; **2) Ott rental legal proceedings updates:** Teresa Smith de Cherif and Joseph Moya were both deposed and VSWCD will be going to trial end of October unless a reasonable settlement is offered as discussed by the Board previously.

6) Adjournment

Motion to adjourn the meeting at 1:10 pm.

1st: Richard Bonine

2nd: Jeff Goebel

For: all


Against: 0

Abstain: 0

Absent: P. Joseph Moya

Motion carried.

Signatures:



Abel Camarena, Chair

12/2/17
Date



Jasmine G. Martinez, Administrative Assistant

12/4/17
Date

Final