

**NEW MEXICO COUNCIL FOR PURCHASING  
FROM PERSONS WITH DISABILITIES  
Regular Meeting**

**September 14, 2016, 1:30 P.M.**

**New Mexico Commission for Deaf and Hard of Hearing  
505 Marquette Avenue NW, Suite 1550  
Albuquerque, New Mexico 87102**

**MEMBERS PRESENT**

Larry Maxwell	Council Chair, State Purchasing Director Representative
Greg Trapp	Council Member, New Mexico Commission for the Blind Representative
Lisa Dignan	Council Member, New Mexico Commission for Deaf and Hard of Hearing Representative
Paul Kippert	Designee, Council Member for Secretary Rodrigues (DFA)
Mike Kivitz	Council Member, Community Rehabilitation Program (CRP) Representative
Pam Lillibridge	Council Member, Community Rehabilitation Program (CRP) Representative (participated remotely via telephone)
Roger Newall	Council Member, City of Albuquerque Representative

**MEMBERS NOT PRESENT**

Darryl Ackley	Council Member, Department of Information Technology (DIT) Representative
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**OTHER PARTICIPANTS**

Arturo Soliz	Horizons of New Mexico
Kyle Radford	Horizons of New Mexico
Marie Richter	Horizons of New Mexico (participated remotely via telephone)
Taylor McBride	Horizons of New Mexico (participated remotely via telephone)

**GUESTS**

Laura Banks	Public Observer
Therese Baca	Unlimited Office Management Systems
Brian Ammerman	Adelante Development Center

### **AGENDA ITEM 1: CALL TO ORDER**

Chairman Larry Maxwell called the meeting to order.

### **AGENDA ITEM 2: ROLL CALL**

Chair Maxwell asked Council member Greg Trapp to perform the roll call. With six members present, there was no quorum and the council moved on to non-action agenda items until a quorum was established.

### **AGENDA ITEM 3: INTRODUCTION OF GUESTS AND STAFF**

Chair Maxwell asked all guests and staff members present at the meeting and participating via telephone to introduce themselves at this time.

### **AGENDA ITEM 4: APPROVAL OF AGENDA**

The approval of the agenda was delayed until a quorum could be reached at a later time during the meeting.

At the point in time when a quorum was reached, Council member Paul Kippert moved to approve the September 14, 2016 regular meeting agenda. Council member Lisa Dignan seconded the motion and the agenda was approved in a unanimous vote by the Council.

### **AGENDA ITEM 5: APPROVAL OF MINUTES OF AUGUST 10, 2016**

The approval of the August 10, 2016 minutes was delayed until a quorum could be reached at a later time during the meeting.

At the point in time when a quorum was reached, Council member Kippert moved to amend agenda item 10 of the August 10, 2016 minutes so that the minutes would reflect the correct name spelling for Mr. Ron Spilman.

With no further suggested amendments, Council member Kippert moved to approve the August 10, 2016 regular meeting minutes with the included amendment. Council member Roger Newall seconded the motion and the minutes were approved in a unanimous vote by the Council.

### **AGENDA ITEM 6: CHAIR UPDATE, LARRY MAXWELL**

Chair Maxwell announced that Ms. Pamela June, Horizons of New Mexico, had resigned from her position as Executive Director. He also added the Mr. Wendell Williams, Horizons of New Mexico, had resigned from his position.

Chair Maxwell then announced that no third-party offeror had submitted a request for proposal (RFP) to become the new Central Nonprofit Agency (CNA) for the program. He did note that he had been in communication with Mr. Fred Weber, TIBH, through Mr. Kyle Radford, and that the possibility of an emergency extension of the contract between the New Mexico Council and Horizons of New Mexico had been discussed. He noted that he would report back to the Council as discussions about any type of extension progressed.

**AGENDA ITEM 7: CENTRAL NONPROFIT AGENCY UPDATE, KYLE RADFORD**

Mr. Radford agreed with Chair Maxwell's statement that Horizons of New Mexico would continue to fulfill its role as CNA for the time being, accepting procurements and performing business as usual, and that an emergency extension had been discussed.

At this time, a quorum was established and Chair Maxwell moved to take action on the agenda items that had been delayed earlier in the meeting before continuing on with the rest of the agenda.

**AGENDA ITEM 8: REQUEST FOR PROPOSALS UPDATE, LISA DIGNAN**

No RFPs had been submitted, and therefore no update was given at this time.

**AGENDA ITEM 9: APPROVAL OF CENTRAL NONPROFIT AGENCY**

No action was taken at this time.

**AGENDA ITEM 10: APPROVAL OF SERVICE CONTRACTS**

***A. FY17 Contract Renewals***

- 1. Santa Fe County and Horizons Member R2 Architectural; Additional Architectural Services to Ken & Patty Adam Senior Center - \$16,208.10.*

Council member Mike Kivitz moved to approve contract A1. Council member Dignan seconded the motion, Council member Kippert abstained and the contract was approved in a 5-0-1 (Approved-Denied-Abstained) vote by the Council.

***B. New FY17 Contracts \$5,000 and Under***

*None*

***C. New FY17 Contracts Over \$5,000***

*None*

**AGENDA ITEM 11: APPROVAL OF OPEN MEETINGS ACT RESOLUTION, GREGG TRAPP**

Council member Kivitz moved to approve the September 14, 2016 New Mexico Council for Purchasing from Persons with Disabilities Open Meetings Act Resolution submitted to the Council. Council member Kippert seconded the motion, the resolution was approved in a unanimous vote by the Council and Chair Maxwell signed his approval of the resolution during the open meeting.

**AGENDA ITEM 12: SUBCOMMITTEE UPDATES**

There were no subcommittee updates at this time.

**AGENDA ITEM 13: REVIEW OF SUITABLE SERVICES**

There was no review of suitable services at this time.

**AGENDA ITEM 14: APPROVAL OF ADDED AND REMOVED SUITABLE SERVICES**

There was no approval of added and removed suitable services at this time.

**AGENDA ITEM 15: OPEN PUBLIC FORUM AND PUBLIC COMMENTS**

Ms. Therese Baca, Unlimited Office Management Systems, introduced herself to the Council, informed them that her business focuses on environmentally friendly janitorial services, and stated her enthusiasm to begin working with Horizons of New Mexico and the Council.

**AGENDA ITEM 16: COUNCIL DISCUSSION**

There was no council discussion at this time.

**AGENDA ITEM 17: SUGGESTED AGENDA ITEMS FOR FUTURE MEETINGS**

Council member Trapp noted that the Council is required by statute to make recommendations for legislative changes in regards to how the Council operates, its rules, or its bylaws, and that those recommendations would be due before the beginning of the upcoming legislative session. He also noted that the Council would need to put together an annual report for the program before the upcoming legislative session in order to comply with their statute.


Chair Maxwell suggested any recommendations for legislative changes be discussed in the subcommittee chaired by Council member Trapp, and then brought back to the full Council for further discussion.

**AGENDA ITEM 18: DATE AND LOCATION OF NEXT MEETING**

The next council meeting was scheduled for Wednesday, October 12, 2016 at 1:30 p.m. at the Commission for Deaf and Hard of Hearing.

**AGENDA ITEM 19: ADJOURN**

With no further business, the meeting was adjourned.

  
LARRY MAXWELL

10/21/16