

# OFFICIAL MINUTES

## NEW MEXICO COUNCIL FOR PURCHASING FROM PERSONS WITH DISABILITIES

### MINUTES

August 13, 2025, 1:30 PM

New Mexico Commission for the Blind  
Skills Center

2200 Yale Blvd SE  
Albuquerque, NM 87106

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

Chair Kathleen Pinyan called the meeting to order at 1:34 p.m. MDT.

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

##### MEMBERS PRESENT

Kathleen Pinyan	Council Chair
Gregg Trapp	Council Secretary, New Mexico Commission of the Blind
Delilah Tenoria	Council Member, Designee for State Purchasing Agent, Dorothy Mendonca (participating remotely via video)
Mike Kivitz	Council Member, Community Rehabilitation Program (CRP)
Antoinette Holmes	Council Member, Division of Vocational Rehabilitation (participating remotely via video)
Geneva Cordova	Council Member, Designee for Department of Finance and Administration (DFA) Secretary Propst (participating remotely via video)
Roger Newall	Council Member, Disabled Veteran (participating remotely via video)

##### MEMBERS NOT PRESENT

Pam Lillibridge	Council Member, Community Rehabilitation Program (CRP)
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With seven council members participating in person and via telephone or video at the time of roll call, a quorum was established.

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

Chair Pinyan asked all guests and staff members participating via telephone or video to introduce themselves.

Matt Loehman	Horizons of New Mexico
Joseph Perez	Horizons of New Mexico (participating remotely via video)
Greg Block	Horizons of New Mexico
Patricia Torres	Horizons of New Mexico (participating remotely via video)
Kyle Radford	Horizons of New Mexico (participating remotely via video)
Scott Devetter	Horizons of New Mexico (participating remotely via video)

#### GUESTS

Kelly Burna	New Mexico Commission for the Blind
Pablo Herrera	Tresco (participating remotely via video)
Stephen Mock	Peak Performers (participating remotely via video)
Brian Ammerman	Adelante Development Center (participating remotely via video)
Melissa Becerra	Crystal Clear Maintenance (participating remotely via telephone)
Douglas Alsup	New Mexico Department of Justice (participating remotely via video)
Tony Watkins	Member of the Public (participating remotely via video)

#### **AGENDA ITEM 4: APPROVAL OF POSSIBLE CHANGES TO THE ORDER OF THE AGENDA AND POSSIBLE TABLING OF AGENDA ITEMS**

(None)

#### **AGENDA ITEM 5: APPROVAL OF THE MINUTES OF THE REGULAR MEETING ON JULY 2, 2025**

Council member Holmes moved to approve the July 2, 2025, Council meeting minutes. Council member Kivitz seconded the motion and Council voted to approve the minutes with council members Cordova, Holmes, Kivitz, Pinyan, Tenorio, and Trapp voting yes and council member Newall abstaining.

#### **AGENDA ITEM 6: CHAIR UPDATE, KATHLEEN PINYAN**

There are no chair updates at this time.

#### **AGENDA ITEM 7: CENTRAL NONPROFIT AGENCY (CNA) UPDATE MATT LOEHMAN**

Mr. Loehman expressed his appreciation to Patricia Torres for her support in preparing the meeting minutes. He noted that the team has entered the new fiscal year, acknowledging ongoing uncertainty around government funding. Despite these challenges, collaboration between customers and providers has led to successful contract negotiations. While some costs have increased and others decreased, the organization continues to secure contracts and maintain employment.

#### **AGENDA ITEM 8: UPDATE ON NEW STATE USE PROVIDERS**

No specific updates on any new providers.

#### **AGENDA ITEM 9: PUBLIC COMMENTS**

(None)

## AGENDA ITEM 10: APPROVAL OF STATE CONTRACTS

\*Note: Contracts may have minor adjustments up or down from the dollar amounts listed.

\*Note: Please contact Horizons of New Mexico for meeting materials or additional information about any contracts listed on the agenda.

\*Note: Please help us accommodate our co-workers, clients, and visitors who are sensitive to scented items by being conscientious in your use of perfume, aftershave, lotion, hair products, or other fragrances.

### a) New Contracts Over \$5,000

1. *Camino Real Regional Utility Authority and provider Adelante Development Center; Printing and Mailing Services, Sunland Park -- \$98,531.28*

Council member Cordova moved to approve contract A1. Council member Tenorio seconded the motion, and the contract was approved. Council member Kivitz abstained, and the contract was approved in a 6-0-1 (Approved-Denied-Abstained) roll call vote with members Cordova, Holmes, Pinyan, Tenorio, Newall, and Trapp voting yes.

2. *New Mexico Health Care Authority and provider Adelante Development Center; Printing and Mailing Services, Income Support Division -- \$28,347.60*

Council member Newall moved to approve contract A2. Council member Kivitz seconded the motion, and the contract was approved in a 7-0-0 (Approved-Denied-Abstained) roll call vote with members Cordova, Holmes, Kivitz, Newall, Pinyan, Tenorio, and Trapp voting yes.

3. *City of Santa Fe and provider Clearly Clean Janitorial Service; Wastewater Treatment Plant, Santa Fe -- \$34,725.45*

Council member Kivitz moved to approve contract A3. Council member Cordova seconded the motion, and the contract was approved with a 7-0-0 (Approved-Denied-Abstained) roll call vote with members Cordova, Holmes, Kivitz, Newall, Pinyan, Tenorio, and Trapp voting yes.

4. *New Mexico Department of Health and provider LifeROOTS; Janitorial Services, WIC South Broadway, Albuquerque -- \$13,741.53*
5. *New Mexico Department of Health and provider LifeROOTS; Janitorial Services, WIC Alamosa, Albuquerque -- \$17,169.46*

Council member Kivitz moved to approve contracts A4 and A5. Council member Newall seconded the motion, and the contracts were approved in a 7-0-0 (Approved-Denied-Abstained) roll call vote with members Cordova, Holmes, Kivitz, Newall, Pinyan, Tenorio and Trapp voting yes.

6. *New Mexico Department of Transportation and provider RT 66 Auctioneering; Auctioneering Services, Santa Fe -- \$271,650.00 (Four Year Contract)*

Council member Newall moved to approve contract A6. Council member Holmes seconded the motion, and the contract was approved with a 7-0-0 (Approved-Denied-Abstained) roll call vote with members Cordova, Holmes, Kivitz, Newall, Pinyan, Tenorio, and Trapp voting yes.

b) FY 26 Renewal Contracts Over \$5,000

1. *New Mexico Governor's Commission on Disability and provider Adelante Development Center; Computer Refurbishing, Santa Fe: FY 25 -- \$42,000.00, FY 26 – same*

Council member Cordova moved to approve contract B1. Council member Tenorio seconded the motion, Council member Kivitz abstained, and the contract was approved in a 6-0-1 (Approved-Denied-Abstained) roll call vote, with members Cordova, Holmes, Newall, Pinyan, Tenorio, and Newall voting yes.

2. *City of Rio Rancho and provider Clearly Clean Janitorial Service; Pest Control Services, Wastewater Treatment Facility, Multiple Locations: FY 25 -- \$7,420.84, FY 26 -- \$7,791.96*

Council member Kivitz moved to approve contract B2. Council member Cordova seconded the motion, and the contract was approved in a 7-0-0 (Approved-Denied-Abstained) roll call vote with Council members Cordova, Holmes, Kivitz, Newall, Pinyan, Tenorio, and Trapp voting yes.

3. *Albuquerque Bernalillo County Water Utility Authority and provider Crystal Clear Maintenance; Janitorial Services, Soil Amendment Facility, Albuquerque: FY 25 -- \$10,524.84, FY 26 -- \$10,840.56*

Council member Newall moved to approve contract B3. Council member Tenorio seconded the motion, and the contract was approved in a 7-0-0 (Approved-Denied-Abstained) roll call vote, with Council members Cordova, Holmes, Kivitz, Newall, Pinyan, Tenorio and Trapp voting yes.

4. *Albuquerque Bernalillo County Water Utility Authority and provider LifeROOTS; Janitorial Services, San Juan-Chama Surface Water Treatment Plant, Albuquerque: FY 25 -- \$60,946.32, FY 26 -- same*
5. *Albuquerque Bernalillo County Water Utility Authority and provider LifeROOTS; Janitorial Services, Customer Service and Call Center, Albuquerque: FY 25 -- \$154,926.72, FY 26 – same*
6. *Albuquerque Bernalillo County Water Utility Authority and provider LifeROOTS; Janitorial Services, Wastewater Utility Division, Albuquerque: FY 25 -- \$219,238.32, FY 26 – same*

Council member Kivitz moved to approve contracts B4-B6. Council member Trapp seconded the motion, and the contracts were approved in a 7-0-0 (Approved-Denied-Abstained) roll call vote, with Council members Cordova, Holmes, Kivitz, Newall, Pinyan, Tenorio, and Trapp voting yes.

7. *New Mexico Department of Workforce Solutions and provider Tresco; Janitorial Services, Carlsbad: FY 25 -- \$16,956.24, FY 26 -- \$14,909.40*
8. *New Mexico Department of Workforce Solutions and provider Tresco; Janitorial Services, Artesia: FY 25 -- \$19,819.32, FY 26 -- \$18,136.44*

Council member Kivitz moved to approve contract B7 and B8. Council member Newall seconded the motion, and the contracts were approved in a 7-0-0 (Approved-Denied-Abstained) roll call vote with Council members Cordova, Holmes, Kivitz, Newall, Pinyan, Tenorio and Trapp voting yes.

c) Temporary Staffing Service Contracts

(none)

d) Changes & Increases

(none)

**AGENDA ITEM 11: SERVICE CONTRACTS DIRECTLY DISTRIBUTED UNDER CENTRAL NONPROFIT AGENCY AUTHORITY**

e) New Service Contracts Directly Distributed Under CNA Authority

1. *Eleventh Judicial District Court and provider Adelante Development Center; Document Destruction Services, Aztec -- \$178.78*
2. *New Mexico Court of Appeals and provider Adelante Development Center; Document Destruction Services, Albuquerque -- \$323.40*
3. *New Mexico Office of the State Engineer and provider Adelante Development Center; Document Destruction Services, Santa Fe -- \$87.70*
4. *City of Albuquerque and provider Clearly Clean Janitorial Service; Janitorial Services, Gateway Center -- \$5,000.00*

f) FY 26 Renewal Service Contracts Directly Distributed Under CNA Authority

1. *Central Consolidated Schools and provider Adelante Development Center; Document Destruction Services, Shiprock: FY 25 -- \$2,638.80, FY 26 -- \$2,718.48*
2. *Cien Aguas International School and provider Adelante Development Center; Document Destruction Services, Albuquerque: FY 25 -- \$336.24, FY 26 -- \$346.32*
3. *First Judicial District Attorney and provider Adelante Development Center; Document Destruction Services, Santa Fe: FY 25 -- \$1,022.04, FY 26 -- \$1,052.64*
4. *New Mexico Administrative Office of the Courts and provider Adelante Development Center; Document Destruction Services, Santa Fe: FY 25 -- \$399.51, FY 26 -- \$411.45*
5. *New Mexico Children, Youth, and Families Department and provider Adelante Development Center; Document Destruction Services, Santa Fe: FY 25 -- \$681.36, FY 26 - - \$701.76*

6. *New Mexico Children, Youth, and Families Department and provider Adelante Development Center; Document Destruction Services, Santa Fe: FY 25 -- \$681.36, FY 26 -- \$701.76*
7. *New Mexico Children, Youth, and Families Department and provider Adelante Development Center; Document Destruction Services, Albuquerque: FY 25 -- \$681.36, FY 26 -- \$701.76*
8. *New Mexico Children, Youth, and Families Department and provider Adelante Development Center; Document Destruction Services, Santa Fe: FY 25 -- \$1,022.04, FY 26 -- \$1,052.64*
9. *New Mexico Children, Youth, and Families Department and provider Adelante Development Center; Document Destruction Services, Santa Fe: FY 25 -- \$1,022.04, FY 26 -- \$1,052.64*
10. *New Mexico Children, Youth, and Families Department and provider Adelante Development Center; Document Destruction Services, Santa Fe: FY 25 -- \$1,022.44, FY 26 -- \$1,125.54*
11. *New Mexico Children, Youth, and Families Department and provider Adelante Development Center; Document Destruction Services, Santa Fe: FY 25 -- \$1,362.72, FY 26 -- \$1,403.52*
12. *New Mexico Children, Youth, and Families Department and provider Adelante Development Center; Document Destruction Services, Albuquerque: FY 25 -- \$2,725.44, FY 26 -- \$2,807.04*
13. *New Mexico Corrections Department and provider Adelante Development Center; Document Destruction Services, Santa Fe: FY 25 -- \$3,746.94, FY 26 -- \$3,859.68*
14. *New Mexico Crime Victims Reparation Commission and provider Adelante Development Center; Document Destruction Services, Albuquerque: FY 25 -- \$590.52, FY 26 -- \$608.28*
15. *New Mexico Department of Health and provider Adelante Development Center; Document Destruction Services, Las Cruces: FY 25 -- \$324.00, FY 26 -- \$333.78*
16. *New Mexico Department of Health and provider Adelante Development Center; Document Destruction Services, Truth or Consequences: FY 25 -- \$590.52, FY 26 -- \$608.28*
17. *New Mexico Department of Health and provider Adelante Development Center; Document Destruction Services, Santa Fe: FY 25 -- \$681.36, FY 26 -- \$701.76*
18. *New Mexico Department of Health and provider Adelante Development Center; Document Destruction Services, Santa Fe: FY 25 -- \$728.56, FY 26 -- \$750.36*
19. *New Mexico Department of Health and provider Adelante Development Center; Document Destruction Services, Santa Fe: FY 25 -- \$1,212.40, FY 26 -- \$1,248.78*
20. *New Mexico Department of Health and provider Adelante Development Center; Document Destruction Services, Albuquerque: FY 25 -- \$1,342.16, FY 26 -- \$1,382.16*
21. *New Mexico Department of Health and provider Adelante Development Center; Document Destruction Services, Albuquerque: FY 25 -- \$2,784.84, FY 26 -- \$2,526.60*
22. *New Mexico Department of Health and provider Adelante Development Center; Document Destruction Services, Roswell: FY 25 -- \$3,945.65, FY 26 -- \$4,588.80*
23. *New Mexico Department of Health and provider Adelante Development Center; Document Destruction Services, Las Vegas: FY 25 -- \$11,138.64, FY 26 -- \$11,476.50*
24. *New Mexico Department of Justice and provider Adelante Development Center; Document Destruction Services, Albuquerque: FY 25 -- \$3,355.40, FY 26 -- \$5,363.33*

25. *New Mexico Department of Public Safety and provider Adelante Development Center; Document Destruction Services, Albuquerque: FY 25 -- \$662.52, FY 26 -- \$1,044.48*
26. *New Mexico Division of Vocational Rehabilitation and provider Adelante Development Center; Document Destruction Services, Roswell: FY 25 -- \$681.36, FY 26 -- \$608.28*
27. *New Mexico Division of Vocational Rehabilitation and provider Adelante Development Center; Document Destruction Services, Clovis: FY 25 -- \$590.52, FY 26 -- \$608.28*
28. *New Mexico Division of Vocational Rehabilitation and provider Adelante Development Center; Document Destruction Services, Farmington: FY 25 -- \$590.52, FY 26 -- \$608.28*
29. *New Mexico Division of Vocational Rehabilitation and provider Adelante Development Center; Document Destruction Services, Las Vegas: FY 25 -- \$598.29, FY 26 -- \$608.28*
30. *New Mexico Division of Vocational Rehabilitation and provider Adelante Development Center; Document Destruction Services, Taos: FY 25 -- \$598.29, FY 26 -- \$608.28*
31. *New Mexico Division of Vocational Rehabilitation and provider Adelante Development Center; Document Destruction Services, Albuquerque: FY 25 -- \$1,022.04, FY 26 -- \$1,052.64*
32. *New Mexico Division of Vocational Rehabilitation and provider Adelante Development Center; Document Destruction Services, Albuquerque: FY 25 -- \$4,837.50, FY 26 -- \$4,837.56*
33. *New Mexico Early Childhood Education and Care Department and provider Adelante Development Center; Document Destruction Services, Santa Fe: FY 25 -- \$340, FY 26 -- \$911.04*
34. *New Mexico Gaming Board and provider Adelante Development Center; Document Destruction Services, Albuquerque: FY 25 -- \$922.44, FY 26 -- \$1,022.74*
35. *New Mexico Health Care Authority and provider Adelante Development Center; Document Destruction Services, Santa Fe: FY 25 -- \$340.68, FY 26 -- \$350.88*
36. *New Mexico Health Care Authority and provider Adelante Development Center; Document Destruction Services, Santa Fe: FY 25 -- \$2,268.00, FY 26 -- \$2,336.48*
37. *New Mexico Health Care Authority and provider Adelante Development Center; Document Destruction Services, Income Support Division, Region II: FY 25 -- \$3,061.94, FY 26 -- \$3,154.32*
38. *New Mexico Health Care Authority and provider Adelante Development Center; Document Destruction Services, Income Support Division, Region I: FY 25 -- \$3,327.96, FY 26 -- \$3,327.96, FY 26 -- \$3,428.04*
39. *New Mexico Health Care Authority and provider Adelante Development Center; Document Destruction Services, Income Support Division, Region IV: FY 25 -- \$5,450.88, FY 26 -- \$5,614.08*
40. *New Mexico Law Offices of the Public Defender and provider Adelante Development Center; Document Destruction Services, Santa Fe: FY 25 -- \$15,043.12, FY 26 -- \$15,493.56*
41. *New Mexico Retiree Health Care Authority and provider Adelante Development Center; Document Destruction Services, Albuquerque: FY 25 -- \$4,417.68, FY 26 -- \$4,550.64*
42. *New Mexico State Ethics Commission and provider Adelante Development Center; Document Destruction Services, Albuquerque: FY 25 -- \$376.19, FY 26 -- \$603.73*
43. *New Mexico State Personnel Board and provider Adelante Development Center; Document Destruction Services, Santa Fe: FY 25 -- \$746.40, FY 26 -- \$768.72*

44. *New Mexico State Records Center and Archives and provider Adelante Development Center; Document Destruction Services, Santa Fe: FY 25 -- \$482.34, FY 26 -- \$768.72*
45. *New Mexico Tech and provider Adelante Development Center; Document Destruction Services, Socorro: FY 25 -- \$590.52, FY 26 -- \$608.28*
46. *Thirteenth Judicial District Court and provider Adelante Development Center; Document Destruction Services, Los Lunas: FY 25 -- \$5,463.40, FY 26 -- \$5,627.51*
47. *Torrance County and provider Adelante Development Center; Document Destruction Services, County Manager, Estancia: FY 25 -- \$340.68, FY 25 -- \$379.26*
48. *Torrance County and provider Adelante Development Center; Document Destruction Services, County Assessor, Estancia: FY 25 -- \$340.68, FY 25 -- \$379.26*
49. *Torrance County and provider Adelante Development Center; Document Destruction Services, County Clerk, Estancia: FY 25 -- \$340.68, FY 25 -- \$379.26*
50. *Torrance County and provider Adelante Development Center; Document Destruction Services, Dispatch Department, Estancia: FY 25 -- \$340.68, FY 26 -- \$379.26*
51. *Torrance County and provider Adelante Development Center; Document Destruction Services, Finance Department, Estancia: FY 25 -- \$340.68, FY 26 -- \$379.26*
52. *Torrance County and provider Adelante Development Center; Document Destruction Services, County Treasurer, Estancia: FY 25 -- \$340.68, FY 26 -- \$379.26*
53. *Torrance County and provider Adelante Development Center; Document Destruction Services, County Sheriff, Estancia: FY 25 -- \$681.36, FY 26 -- \$758.53*
54. *Turquoise Trail Charter School and provider Adelante Development Center; Document Destruction Services, Santa Fe: FY 25 -- \$728.56, FY 26 -- \$750.36*

g) Temporary Staffing Service Contracts Directly Distributed Under CNA Authority

1. *New Mexico Aging and Long-Term Services and provider Peak Performers; Temporary Staffing Services -- Administrative Assistant IV, Santa Fe -- Billable Hourly Rate: \$42.52*
2. *New Mexico Department of Health and provider Peak Performers; Temporary Staffing Services -- Records Analyst I, Information Technology Services, Santa Fe -- Billable Hourly Rate: \$42.55*
3. *New Mexico Department of Health and provider Peak Performers; Administrative Assistant II, Administrative Services Division, Santa Fe: Billable Hourly Rate -- \$34.30*
4. *New Mexico Department of Health and provider Peak Performers; Administrative Assistant IV, Administrative Services Division, Santa Fe: Billable Hourly Rate -- \$42.54*
5. *Santa Fe County and provider Peak Performers; Temporary Staffing Services, Administrative Assistant II, Legal Division -- Billable Hourly Rate: \$38.24*

h) Contracts Directly Distributed Under CNA Authority in Cases of Urgent and Immediate Need, or in Cases of State or National Emergency

(none)

**AGENDA ITEM 12: CENTRAL NONPROFIT AGENCY QUARTERLY REPORT**

In the fourth quarter of fiscal year 2025, the council approved a total of 66 contracts, amounting to \$13,521,282.69. These contracts created job opportunities for 297 individuals with disabilities. During the same period, the Central Nonprofit Agency distributed 39 new contracts with a combined value of \$42,853.42.

Additionally, three company staffing contracts were distributed, totaling \$59,684.04. Council Member Pinyan inquired about how this compared to the previous year. Mr. Loehman responded that the increase would be significant due to the inclusion of all renewals and stated he would calculate the exact figures and provide an update at the next council meeting.

#### **AGENDA ITEM 13: DISCUSSION FOR STAT USE ACT COMPLIANCE MONITORING**

The Council discussed the draft review process, noting that it is still in development and intended to be a learning experience for both providers and reviewers. Council member Pinyan emphasized that the first round of reviews will help refine the process as issues are identified. The Council agreed that provider feedback will be valuable, particularly in complex cases, and clarified that the minimum requirement is a third-party determination letter from an independent expert. Reviewers' responsibilities are to verify that documentation is on file, not to question medical decisions.

The discussion also focused on ensuring consistency in documentation. Chair Pinyan highlighted the importance of reviewing termination letters to determine whether they include a diagnosis or prognosis, noting that temporary conditions may require follow-up while permanent conditions may not. Council member Holmes underscored that the purpose of the review is to confirm compliance with requirements rather than conduct audits. Council member Trapp added that the emphasis should be on how conditions affect employment, with documentation reflecting both diagnosis and severity of impairment. The Council agreed that language on severity will be added and that a draft review form will be developed for the next meeting.

#### **AGENDA ITEM 14: SUBCOMMITTEE UPDATES**

There no subcommittee updates at this time.

#### **AGENDA ITEM 15: CLOSING PUBLIC COMMENTS**

There were no closing public comments at this time.

#### **AGENDA ITEM 16: COUNCIL DISCUSSION**

There were no council discussions at this time.

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

There were no suggested items for future meetings at this time.

#### **AGENDA ITEM 18: DATE AND TIME FOR NEXT MEETING**

The date of the next Council meeting was scheduled for September 10, 2025, to take place at 1:30 p.m. MDT at the New Mexico Commission for the Blind and remotely via Zoom.

#### **AGENDA ITEM 19: ADJOURN**

With no further business, the meeting was adjourned at 2:50 p.m. MDT.

*Kathleen Pinyan*

12/23/2025

**Kathleen Pinyan, Chair**

**Date**