

OFFICIAL MINUTES

NEW MEXICO COUNCIL FOR PURCHASING FROM PERSONS WITH DISABILITIES

MEETING MINUTES

REGULAR MEETING

February 2, 2022 1:30 PM

Zoom Call

AGENDA ITEM 1: CALL TO ORDER

Chair Antoinette Holmes called the meeting to order at 1:34 p.m. MDT.

AGENDA ITEM 2: ROLL CALL

Chair Holmes asked Council member Greg Trapp to perform a roll call.

MEMBERS PRESENT

Antoinette Holmes	Council Member, Division of Vocational Rehabilitation
Lisa Dignan	Council Chair, New Mexico Commission for Deaf and Hard of Hearing Representative (participating remotely via video)
Greg Trapp	Council Secretary, New Mexico Commission for the Blind Representative (participating remotely via video)
Mark Hayden	Council Vice-Chair, State Purchasing Director (participating remotely via phone)
Roger Newall	Council Member, Disabled Veteran (participating remotely via video)
Pam Lillibridge	Council Member, Community Rehabilitation Program (CRP) Representative (participating remotely via video)
Mike Kivitz	Council Member, Community Rehabilitation Program (CRP) Representative (participating remotely via video)
Kathleen Pinyan	Council Member, Designee for Department of Finance and Administration (DFA) Secretary Romero (participating remotely via video)

MEMBERS NOT PRESENT

Eli Fresquez	Council Member, Designee for New Mexico Children, Youth & Families Department (CYFD) Secretary Blalock
--------------	--

With eight council members participating remotely via telephone or video at the time of the roll call, a quorum was established.

AGENDA ITEM 3: INTRODUCTION OF GUESTS AND STAFF

Chair Holmes asked all guests and staff members participating via telephone to introduce themselves at this time.

OTHER PARTICIPANTS

Matt Loehman	Horizons of New Mexico, participating remotely via video
Arturo Soliz	Horizons of New Mexico, participating remotely via video
Kyle Radford	Horizons of New Mexico, participating remotely via video
Marie Richter	Horizons of New Mexico, participating remotely via video
Taylor McBride	Horizons of New Mexico, participating remotely via video

GUESTS

Karla Solaria	New Mexico Office of the Attorney General, participating remotely via video
Kelly Burma	New Mexico Commission for the Blind, participating remotely via video
Brian Ammerman	Adelante Development Center, participating remotely via video
Greg Block	Tresco, participating remotely via video

AGENDA ITEM 4: APPROVAL OF POSSIBLE CHANGES TO THE ORDER OF THE AGENDA AND DELETION OF AGENDA ITEMS

There were no changes to or deletions from the agenda at this time, and the meeting continued as outlined on the published agenda.

AGENDA ITEM 5: APPROVAL OF THE MINUTES OF JANUARY 5, 2022

Council member Mike Kivitz moved to approve the January 5, 2022 meeting minutes. Council member Mark Hayden seconded the motion, Chair Holmes and Council member Kathleen Pinyan abstained, and the Council voted to approve the minutes in a 6-0-2 (Approve – Deny – Abstain) roll call vote, with members Dignan, Hayden, Kivitz, Pam Lillibridge, Roger Newall and Trapp voting yes.

AGENDA ITEM 6: CHAIR UPDATE, LISA DIGNAN

Chair Holmes announced that financial disclosure statements had been submitted to Council members for completion by the January 31, 2022 deadline.

Chair Holmes introduced the Council to its newest member, Ms. Kathleen Pinyan, designee for Secretary Romero of the Department of Finance and Administration (DFA), and welcomed her to the Council. She added that Council member Pinyan was replacing Council member Mackie Romero, who previously held that designee position.

AGENDA ITEM 7: CENTRAL NONPROFIT AGENCY, MATT LOEHMAN

Mr. Matt Loehman, Horizons of New Mexico (Horizons), informed the Council that Horizons was monitoring the current New Mexico legislative session for any legislation that might affect the New Mexico State Use Program. He added that one bill of note was House Bill 137, which would protect contractors and subcontractors from fluctuating minimum wages if those fluctuations were to occur during the specified performance period of a contract.

AGENDA ITEM 8: APPROVAL OF SERVICE CONTRACTS

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

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

a) New Contracts \$5,000 and Under

(None)

b) New Contracts Over \$5,000

1. *New Mexico Energy, Minerals, and Natural Resources Department and member Adelante Development Center; Document Destruction Services, Santa Fe -- \$7,044.28*

Council member Hayden moved to approve contract B1. Council member Newall seconded the motion, Council member Kivitz abstained, and the Council voted to approve the contract in a 7-0-1 roll call vote, with members Dignan, Hayden, Holmes, Lillibridge, Newall, Pinyan and Trapp voting yes.

2. *City of Albuquerque and member Crystal Clear Maintenance; Janitorial Services, Albuquerque Police Department Forensics Laboratory -- \$6,391.03*

Council member Lillibridge moved to approve contract B2. Council member Dignan seconded the motion and the Council voted unanimously to approve the contract in a roll call vote, with members Dignan, Hayden, Holmes, Kivitz, Lillibridge, Newall, Pinyan and Trapp voting yes.

3. *New Mexico Department of Cultural Affairs and member Tresco; Janitorial Services, New Mexico Farm & Ranch Heritage Museum, Las Cruces -- \$19,691.00*

Council member Kivitz moved to approve contract B3. Council member Dignan seconded the motion and the Council voted unanimously to approve the contract in a roll call vote, with members Dignan, Hayden, Holmes, Kivitz, Lillibridge, Newall, Pinyan and Trapp voting yes.

4. *Sierra County and member Tresco; Janitorial Services, Administration Building, Truth or Consequences -- \$9,822.85*

Council member Dignan moved to approve contract B4. Council member Lillibridge seconded the motion and the Council voted unanimously to approve the contract in a roll call vote, with members Dignan, Hayden, Holmes, Kivitz, Lillibridge, Newall, Pinyan and Trapp voting yes.

c) FY23 Renewal Contracts \$5,000 and Under

(None)

d) FY23 Renewal Contracts Over \$5,000

1. *New Mexico Department of Game & Fish and member Tresco; Janitorial Services and Grounds Maintenance, Albuquerque and Roswell: FY 22 -- \$184,981.38, FY 23 -- \$208,868.87*

Council member Dignan moved to approve contract D1. Council member Newall seconded the motion and the Council voted unanimously to approve the contract in a roll call vote, with members Dignan, Hayden, Holmes, Kivitz, Lillibridge, Newall, Pinyan and Trapp voting yes.

AGENDA ITEM 9: SERVICE CONTRACTS DIRECTLY DISTRIBUTED UNDER CENTRAL NONPROFIT AGENCY AUTHORITY

a) New Service Contracts Directly Distributed Under CNA Authority

1. *New Mexico Department of Health and member Adelante Development Center; Document Destruction Services, Socorro---\$131.33*
2. *New Mexico Energy, Minerals, and Natural Resources Department and member Adelante Development Center; Document Destruction Services, Santa Fe -- \$242.70*
3. *New Mexico Tech and member Adelante Development Center; Document Destruction Services, Socorro--- \$128.85*
4. *Robert F. Kennedy Charter School and member Adelante Development Center; Document Destruction Services, Albuquerque---\$153.77*
5. *Roosevelt County and member Adelante Development Center; Document Destruction Services, Portales --\$404.02*
6. *City of Albuquerque and member Buddy Check II; Printing Services, Human Resources Department -- \$941.65*
7. *City of Albuquerque and member Crystal Clear Maintenance; Janitorial Services, Department of Solid Waste \$479.73*
8. *City of Albuquerque and member DigiPros; Printing Services, Department of Cultural Services - - \$270.92*
9. *City of Albuquerque and member Greetings, Etc.!.; Printing Services, Human Resources Department -- \$361.20*
10. *City of Portales and member Greetings, Etc.!.; Printing Services -- \$82.72*

b) FY22 Renewal Service Contracts Directly Distributed Under CNA Authority

1. *Cien Aguas International School and member Adelante Development Center; Document Destruction, Albuquerque: FY 21 -- \$156.07, FY 22 \$259.92*
2. *New Mexico Children, Youth, and Families Department and member Adelante Development Center; Document Destruction Services, Santa Fe: FY 21 -- \$371.98, FY 22 \$545.26*

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

(None)

AGENDA ITEM 10: APPROVAL OF ADDED AND REMOVED SUITABLE SERVICES

There were no added or removed services to approve at this time.

AGENDA ITEM 11: SUBCOMMITTEE UPDATES

There were no subcommittee updates at this time.

AGENDA ITEM 12: OPEN PUBLIC FORUM AND PUBLIC COMMENTS

Ms. Kelly Burma, New Mexico Commission for the Blind, reminded the Council that the Students in Transition to Employment Program was currently recruiting both students and prospective employers to participate in that program. She asked that any council members who might have possible employment opportunities to offer to those program participants to let her know.

AGENDA ITEM 13: COUNCIL DISCUSSION

Chair Holmes announced that the Division of Vocational Rehabilitation had installed a new director, Ms. Casey Stone Romero.

AGENDA ITEM 14: SUGGESTED AGENDA ITEMS FOR FUTURE MEETINGS

Council member Hayden suggested that the discussion of quorum requirements, and the subsequent submission of a change to that number, be added to a future meeting agenda.

AGENDA ITEM 15: DATE AND LOCATION OF NEXT MEETING

The date of the next council meeting was scheduled for Wednesday, March 2, 2022, at 1:30 p.m. MDT, to take place remotely via video conference.

AGENDA ITEM 16: ADJOURN

With no further business, the meeting was adjourned at 2:13 p.m.

Antoinette Holmes

Antoinette Holmes

Antoinette Holmes, Chair

3/23/2022

Date