

OFFICIAL MINUTES

NEW MEXICO COUNCIL FOR PURCHASING FROM PERSONS WITH DISABILITIES

MINUTES

REGULAR MEETING

October 9, 2024 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 1:41 p.m. MDT.

AGENDA ITEM 2: ROLL CALL

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

MEMBERS PRESENT

Kathleen Pinyan	Council Chair, Designee for Department of Finance and Administration (DFA) Secretary Propost
Greg Trapp	Council Secretary, New Mexico Commission for the Blind Representative
Henry Sandles	New Mexico Children, Youth & Families Department
Mike Kivitz	Council Member, Community Rehabilitation Program (CRP) Representative
Pam Lillibridge	Council Vice Chair, Community Rehabilitation Program (CRP) (participated remotely via video)
Brian Fitzgerald	Council Member, State Purchasing Division (participated remotely via video) Representative (participating remotely via video)
Roger Newall	Council Member, Disabled Veteran (participating remotely via video)

MEMBERS NOT PRESENT

Antoinette Holmes	Council Member, Division of Vocational Rehabilitation
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With seven council members participating in person or 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 Lillibridge asked all guests and staff members participating via telephone to introduce themselves

at this time.

OTHER PARTICIPANTS

Matt Loehman	Horizons of New Mexico
Joseph Perez	Horizons of New Mexico
Frances Bock	Horizons of New Mexico
Jessie Shanks	Horizons of New Mexico
Kyle Radford	Horizons of New Mexico, participating remotely via video
Scott DeVetter	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

Kelly Burma	New Mexico Commission for the Blind
Sandra Gardner	Office of the New Mexico Department of Justice
Cornelius Smith	Clearly Clean Janitorial Service
Therese Baca	Unlimited Office Management
Greg Block	Tresco, participating remotely via video
Brian Ammerman	Adelante Development Center, participating remotely via video
Stephen Mock	Peak Performers, participating remotely via video
Ernie Byers	DigiPros, 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 the order of the agenda items at this time.

AGENDA ITEM 5: APPROVAL OF THE MINUTES OF SEPTEMBER 11, 2024

Chair Pinyan noted that agenda item 9 of the previous meetings' minutes should be amended to reflect that council members Newall and Lillibridge had been extended as council members for 18 months and that Council member Kivitz was renewed as a council member for 3 years.

Council member Pam Lillibridge moved to approve the September 11, 2024 council meeting minutes, inclusive of the amendment discussed by the Council. Council member Henry Sandles seconded the motion and the Council voted to approve the minutes in a unanimous roll call vote, with members Brian Fitzgerald, Mike Kivitz, Pam Lillibridge, Roger Newall, Pinyan, Sandles and Trapp voting yes.

AGENDA ITEM 6: CHAIR UPDATE, KATHLEEN PINYAN

There was no chair update at this time.

AGENDA ITEM 7: CENTRAL NONPROFIT AGENCY, MATT LOEHMAN

Mr. Matt Loehman, Horizons of New Mexico (Horizons), informed the Council that October is National Disability Employment Awareness Month. He added that the New Mexico State Use Program paid \$4.3 million in wages to employees with disabilities over the course of FY 2024.

Mr. Loehman then outlined that Horizons would be participating in the following events over the course of October:

- The National Disability Employment Awareness Month conference
- The New Mexico Public Procurement Association conference
- The annual conference for the New Mexico Division of Vocational Rehabilitation

AGENDA ITEM 8: UPDATE ON NEW STATE USE PROVIDERS

There was no update at this time.

AGENDA ITEM 9: SELECTION OF COUNCIL MEMBERS PURSUANT TO 13-1C-4(A)(4) NMSA 1978

There was no selection at this time.

AGENDA ITEM 10: PUBLIC COMMENTS

Mr. Cornelius Smith, Clearly Clean Janitorial Service, addressed his concerns about ongoing business interference perpetrated by Mr. Arturo Soliz over the past year. He explained that Mr. Soliz was continually badgering both Clearly Clean Janitorial Service and the state agencies it provides services for – falsely alleging that Clearly Clean Janitorial did not meet the compliance criteria to be a certified provider under the State Use Program and that his own business could provide the services at a more cost-effective price. Mr. Smith informed the Council that Clearly Clean Janitorial Service had issued a cease-and-desist letter to Mr. Soliz as their latest form of protection against his harassment.

Ms. Therese Baca and Mr. Ernie Byers echoed Mr. Smith’s complaints about Mr. Soliz.

Chair Pinyan thanked Mr. Smith, Mr. Baca and Mr. Byers for reporting their concerns to the Council and informed them that the Council would discuss the issue in executive session for any possible remedies to the continued interference.

AGENDA ITEM 11: 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) Tentative Chair Approval Granted August 30, 2024

1. *New Mexico Office of the State Engineer and provider Tresco; Janitorial Services, Deming -- \$11,681.01*

Council member Kivitz moved to ratify contract A1. Council member Fitzgerald seconded the motion and the contract was ratified in a unanimous roll call vote, with members Fitzgerald, Kivitz, Lillibridge, Newall, Pinyan, Trapp and Sandles voting yes.

b) New Contracts Over \$5,000

1. *New Mexico Department of Transportation and provider Adelante Development Center; Santa Fe, Document Imaging -- \$17,261.07*

Council member Newall moved to approve contract B1. Council member Fitzgerald 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 Fitzgerald, Lillibridge, Newall, Pinyan, Trapp and Sandles voting yes.

2. *City of Santa Fe and provider Proscap Land Management; Landscaping, Santa Fe Trails -- \$16,264.26*

Council member Lillibridge moved to approve contract B2. Council member Newall seconded the motion and the contract was approved in a unanimous roll call vote, with members Fitzgerald, Kivitz, Lillibridge, Newall, Pinyan, Trapp and Sandles voting yes.

c) FY25 Renewal Contracts Over \$5,000

(None)

d) Changes & Increase

1. *New Mexico Health Insurance Exchange and provider DigiPros; Printing Services, Albuquerque: Current -- \$1,200,000.00, New -- \$1,400,000.00*

Council member Sandles moved to approve contract D1. Council member Kivitz seconded the motion and the contract was approved in a unanimous roll call vote, with members Fitzgerald, Kivitz, Lillibridge, Newall, Pinyan, Trapp and Sandles voting yes.

AGENDA ITEM 12: SERVICE CONTRACTS DIRECTLY DISTRIBUTED UNDER CENTRAL NONPROFIT AGENCY AUTHORITY

a) New Service Contracts Directly Distributed Under CNA Authority

1. *City of Santa Fe and provider Adelante Development Center; Document Destruction, Mayor's Office \$155.32*
2. *New Mexico Department of Health and provider Adelante Development Center; Document Destruction, Santa Fe \$567.80*
3. *New Mexico Department of Health and provider Adelante Development Center; Document Destruction, Medical Cannabis Program, Santa Fe \$1,751.39*
4. *New Mexico Early Childhood Education and Care Department and provider Adelante Development Center; Document Destruction, Albuquerque \$160.99*

5. *New Mexico Eleventh Judicial District Court and provider Adelante Development Center; Document Destruction, Aztec \$117.10*
6. *New Mexico Energy, Minerals, and Natural Resources Department and provider Adelante Development Center; Document Destruction Services, Santa Fe \$204.28*
7. *City of Albuquerque and provider DigiPros; Printing Services, Animal Welfare Department -- \$100.36*
8. *City of Albuquerque and provider DigiPros; Printing Services, Animal Welfare Department -- \$137.97*
9. *City of Albuquerque and provider DigiPros; Printing Services, Albuquerque Police Department \$144.30*
10. *City of Albuquerque and provider DigiPros; Printing Services, Transit Center \$188.66*
11. *City of Albuquerque and provider DigiPros; Printing Services, Albuquerque Police Department \$542.43*
12. *City of Albuquerque and provider DigiPros; Printing Services, Albuquerque Police Department -- \$645.75*
13. *City of Albuquerque and provider Greetings, Etc.!.; Printing Services, Open Space Alliance -- \$638.73*
14. *City of Albuquerque and provider Greetings, Etc.!.; Printing Services, Albuquerque Police Department -- \$687.11*
15. *City of Albuquerque and provider Greetings, Etc.!.; Printing Services, Open Space Alliance -- \$1,752.75*
16. *City of Albuquerque and provider Greetings, Etc.!.; Printing Services, City Clerk's Office -- \$1,797.03*

b) FY25 Renewal Service Contracts Directly Distributed Under CNA Authority

1. *City of Belen and provider Adelante Development Center; Document Destruction Services, Police Department: FY 24 -- \$530.35, FY 25 \$634.94*
2. *New Mexico Department of Health and provider Adelante Development Center; Document Destruction Services, Vital Records, Santa Fe: FY 24 -- \$1,540.80, FY 25 -- \$1,586.28*
3. *Torrance County and provider Adelante Development Center; Document Destruction Services, Clerk's Office, Estancia: FY 24 -- \$324.68, FY 25 \$340.68*
4. *New Mexico Public Education Department and provider Adelante Development Center; Document Destruction Services, Santa Fe: FY 24 -- \$5,866.56, FY 25 \$6,039.72*

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 13: CENTRAL NONPROFIT AGENCY QUARTERLY REPORT

Mr. Loehman reported that the Council had approved 28 contracts for the reporting period, providing job opportunities for 29 individuals with disabilities and totaling more than \$16 million. He added that – in that same period – the central nonprofit agency had directly distributed 19 new contracts, totaling more than \$19,000, and 60 renewal contracts, totaling more than \$143,000.

AGENDA ITEM 14: DISCUSSION OF THE COUNCIL ANNUAL REPORT

Mr. Loehman reported that Horizons was in the process of finalizing the content of the report and choosing which provider would be featured within it. He invited the council members to send any additions or changes they wished to see reflected in the report to him as that process is being completed.

AGENDA ITEM 15: DISCUSSION TO PROPOSE CHANGES TO NMAC RULES AND SELECTION OF RULES COMMITTEE

Chair Pinyan announced that agenda item 15 would be moved to the next meetings agenda for discussion at that time.

AGENDA ITEM 16: SUBCOMMITTEE UPDATES

There were no subcommittee updates at this time.

AGENDA ITEM 17: CLOSING PUBLIC COMMENTS

Ms. Baca reiterated her comments from earlier in the meeting thanking the Council for their support and administration of the Program.

AGENDA ITEM 18: COUNCIL DISCUSSION

There was no discussion at this time.

AGENDA ITEM 18: SUGGESTED AGENDA ITEMS FOR FUTURE MEETINGS

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

AGENDA ITEM 19: DATE AND LOCATION OF NEXT MEETING

The date of the next council meetings was scheduled for Wednesday, November 20, 2024, to take place at 1:30 p.m. MDT at the New Mexico Commission for the Blind, and remotely via Zoom.

AGENDA ITEM 20: ADJOURN

With no further business, the meeting was adjourned at 2:38 p.m. MDT.

Kathleen Pinyan

Kathleen Pinyan, Chair

12/10/2024

Date