

OFFICIAL MINUTES

NEW MEXICO COUNCIL FOR PURCHASING FROM PERSONS WITH DISABILITIES

MEETING MINUTES

REGULAR MEETING

October 5, 2022 1:30 PM

Conference Call

AGENDA ITEM 1: CALL TO ORDER

Vice-chair Kathleen Pinyan called the meeting to order at 1:30 p.m. MDT.

AGENDA ITEM 2: ROLL CALL

Vice-chair Pinyan asked Council member Greg Trapp to perform a roll call.

MEMBERS PRESENT

Greg Trapp	Council Secretary, New Mexico Commission for the Blind Representative (participating remotely via video)
Lisa Dignan	Council Member, New Mexico Commission for Deaf and Hard of Hearing Representative (participating remotely via video)
Susan Inman	State Purchasing Division (participating remotely via video)
Pam Lillibridge	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)
Eli Fresquez	Council Member, Designee for New Mexico Children, Youth & Families Department (CYFD) Secretary Blalock (participating remotely via video)
Roger Newall	Council Member, Disabled Veteran (participating remotely via video; joined the meeting at 1:57 p.m.)

MEMBERS NOT PRESENT

Antoinette Holmes	Council Chair, Division of Vocational Rehabilitation
Mike Kivitz	Council Member, Community Rehabilitation Program (CRP) Representative

With six council members participating remotely via telephone or video at the time of the roll call a quorum was not established, and the Council moved to discuss non-action agenda items 7 and 12.

AGENDA ITEM 3: INTRODUCTION OF GUESTS AND STAFF

Vice-Chair Pinyan 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
Joseph Perez	Horizons of New Mexico, participating remotely via video
Kyle Radford	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
Elsa Lemoine	Galt Foundation
Polly Colby	Galt Foundation
Brian Nixon	GSG Talent Solutions
Keith Sommer	GSG Talent Solutions

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

Council member Trapp made a motion to table agenda item 17. Council member Pam Lillibridge seconded the motion, Council member Newall abstained, and the agenda item was tabled – and the agenda was approved as amended – in a 6-0-1 (Approved – Denied – Abstained) roll call vote, with members Dignan, Fresquez, Inman, Lillibridge, Pinyan and Trapp voting yes.

AGENDA ITEM 5: APPROVAL OF THE MINUTES OF SEPTEMBER 7, 2022

Council member Lisa Dignan moved to approve the September 7, 2022 council meeting minutes. Council member Roger Newall seconded the motion and the minutes were unanimously approved in a roll call vote, with members Dignan, Fresquez, Inman, Lillibridge, Newall, Pinyan and Trapp voting yes.

AGENDA ITEM 6: CHAIR UPDATE, ANTOINETTE HOLMES

There was no update at this time.

AGENDA ITEM 7: CENTRAL NONPROFIT AGENCY, MATT LOEHMAN

Mr. Matt Loehman, Horizons of New Mexico (Horizons), announced that October is National Disability Employment Awareness Month.

Mr. Brian Ammerman, Adelante Development Center, announced that Adelante Development Center had discontinued the utilization of 14(c) subminimum wages effective July 1st, alongside the implementation of the Healthy Workplace Act. He added that employees making below minimum wage had been converted to minimum wage rates, and that retroactive payments through July 1st had been initiated to those individuals.

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

- 1. New Mexico State Land Office and member Adelante Development Center; Hard Drive Destruction Services, Santa Fe -- \$4,376.22*
- 2. San Miguel County Clerk's Office and member Adelante Development Center; Document Destruction Services, Las Vegas -- \$4,573.10*
- 3. Socorro County Clerk's Office and member Adelante Development Center; Document Destruction Services, Socorro -- \$2,555.24*

Contract A3 was withdrawn from consideration by the procuring agency.

Council member Trapp moved to approved contracts A1 and A2. Council member Dignan seconded the motion and the Council voted unanimously to approve the contracts in a roll call vote, with members Dignan, Fresquez, Inman, Lillibridge, Newall, Pinyan, and Trapp voting yes.

b) New Contracts Over \$5,000

- 1. New Mexico Division of Vocational Rehabilitation and member DigiPros; Printing Services, Albuquerque -- \$5,412.00*

Council member Lillibridge moved to approve contract B1. Council member Newall seconded the motion and the Council voted unanimously to approve the contract in a roll call vote, with members Dignan, Fresquez, Inman, Lillibridge, Newall, Pinyan, and Trapp voting yes

c) FY 23 Renewal Contracts \$5,000 and Under

(None)

d) FY23 Renewal Contracts Over \$5,000

(None)

e) Changes & Increases

1. *New Mexico Tech and member Adelante Development Center; Document Destruction Services, Energetic Materials Research and Testing Center, Socorro: Current -- \$1,902.70, New -- \$2,795.85*

Council member Dignan moved to approve contract E1. Council member Inman seconded the motion and the Council voted unanimously to approve the contract in a roll call vote, with members Dignan, Fresquez, Inman, 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 Board of Nursing and member Adelante Development Center; Document Destruction Services, Albuquerque -- \$176.89*
2. *New Mexico Department of Information Technology and member Adelante Development Center; Document Destruction Services, Santa Fe -- \$636.33*
3. *New Mexico Taxation and Revenue Department and member Adelante Development Center; Document Destruction Services, Santa Fe -- \$189.69*
4. *City of Albuquerque and member Crystal Clear Maintenance; Janitorial Services, Department of Cultural Services -- \$967.25*
5. *City of Albuquerque and member Crystal Clear Maintenance; Janitorial Services, Department of Cultural Services -- \$1,528.61*
6. *City of Albuquerque and member Crystal Clear Maintenance; General Labor, Department of Solid Waste -- \$1,780.56*
7. *New Mexico Early Childhood Education and Care Department and Unlimited Office Management Systems; Landscaping, Albuquerque -- \$1,046.80*
8. *New Mexico Educational Retirement Board and Unlimited Office Management Systems; Janitorial Services, Santa Fe -- \$2,213.15*

b) FY23 Renewal Service Contracts Directly Distributed Under CNA Authority

(None)

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

1. *New Mexico Department of Cultural Affairs and member Greetings, Etc.!.; Printing Services, Los Luceros Historic Site, Alcade -- \$2,715.53*

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: CENTRAL NONPROFIT QUARTERLY REPORT, MATT LOEHMAN

Mr. Loehman reported that, for the reporting period reflected in the quarterly report, the Council approved 60 contracts, providing employment opportunities for 305 individuals with disabilities and totaling more than \$4 million. He added that, for the same period, the CNA approved 14 new contracts totaling \$8,000 and seven renewal contracts totaling \$7,000.

AGENDA ITEM 12: DISCUSSION OF ADDING TEMPORARY EMPLOYMENT SERVICES AS A SUITABLE OR PERMISSIBLE SERVICE

Mr. Loehman introduced representatives from the Galt Foundation and GSG Talent Solutions to discuss how temporary employment services could be incorporated into the New Mexico State Use Program and the benefits those employment opportunities would provide to New Mexicans with disabilities.

They outlined the following employment opportunities and positions available to individuals with disabilities, should temporary employment services be incorporated into the Program: administrative specialist, customer service representative, data operator, cook, kitchen assistant, server, janitor, grounds maintenance, housekeeping, warehouse services, inventory manager, IT, accountant, HR specialist, attorneys, engineers, health aids, health screeners

Council member Roger Newall joined the meeting at this time, 1:57 p.m.

The council moved take action on agenda items 4 and 5 before moving back to complete agenda item 12. At the completion of agenda item 12, the Council would continue the meeting agenda items in sequence, beginning with agenda item 6.

After discussion about labor ratios and percentages, pay rates, and logistical implementation of temporary employment services within the New Mexico State Use Program, the Council moved back to agenda item 6 for completion of the remainder of the agenda.

AGENDA ITEM 13: SUBCOMMITTEE UPDATES

There were no subcommittee updates at this time.

AGENDA ITEM 14: OPEN PUBLIC FORUM AND PUBLIC COMMENTS

There was no public comment at this time.

AGENDA ITEM 15: COUNCIL DISCUSSION

Council member Lillibridge commended Adelante Development Center for their transition away from the utilization of 14(c) subminimum wages, which was reported earlier in the meeting.

Council member Fresquez announced that the Department of Justice had just issued a notice of proposed rule-making for website accessibility requirements pertaining to state and local governments that would give guidance to those governments outlining what they need to do to ensure that their websites are ADA compliant.

AGENDA ITEM 16: SUGGESTED AGENDA ITEMS FOR FUTURE MEETINGS

Further discussion and action about the inclusion of temporary employment services under the New Mexico State Use Program, possible legislative recommendations, the central nonprofit agency annual report, and discussion about benefit loss to individuals employed within the Program were added as agenda items for future meetings.

AGENDA ITEM 17: UPDATE ON COVID-19 PUBLIC HEALTH ORDERS

This agenda item was tabled during agenda item 4.

AGENDA ITEM 18: DATE AND LOCATION OF NEXT MEETING

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

AGENDA ITEM 19: ADJOURN

With no further business, the meeting was adjourned at 2:56 p.m.

Antoinette Holmes

Antoinette Holmes, Chair

12/21/2022

Date