



NEW MEXICO COMMISSION FOR
**COMMUNITY
VOLUNTEERISM**



**NEW MEXICO COMMISSION FOR COMMUNITY VOLUNTEERISM
MEETING MINUTES: JUNE 9, 2017**

June 9, 2017

Wells Fargo Building- 12th Floor

200 Lomas Blvd. NW

Albuquerque, NM 87102

12:00PM-3:00PM

Commissioners in Attendance

Erin Atkins
Dustin Chavez
Bernadine Dallago
Alice Garza
Elaine Graff
Greg Hallstrom

Nancy Hughes
Charles Humiston
Patricia Lee Chavez
Renee Lowden
Matthew Montoya
Jennifer Riordan

Commissioners Absent

Jorja Armijo-Brasher (proxy given to
Alice Garza)
Georgetta Kwasniewki

Hannah Skandera

2017 Ex-Officio Commission Members in Attendance

Samuel Sokolove, Executive Director, NMCCV
Michael Garcia, New Mexico State Program Director, CNCS

Staff in Attendance

Logan Rice, Program Officer
Kristin Hsueh, Outreach and Events Officer

Others

Deputy Secretary, Joy Forehand
Melissa McCafee Cruz, Procurement Officer
Rio O'Neal, NMCCV Intern
Mimi Roberts, DCA (via conference call)

Call to Order

Commissioner Chair Riordan, called the meeting to order at 12:05 PM





Roll Call

Commissioner Chair Riordan called roll.

Approval of March 23, 2017 Minutes

The minutes were sent out to the Commission prior to the meeting. Commissioner Graff moved to adopt the minutes of March 23, 2017 as presented; the motion was seconded by Commissioner Chavez. Commission Chair Riordan took a vote; approval was voted by all, none opposed, none abstained. The motion passed.

Public Comment

None

Commission Announcements:

Staff Announcements

Logan Rice reported on a recent monitoring visit he conducted with Samuel Sokolove to Families and Youth Inc. in Las Cruces to investigate fraudulent time-reporting committed by a terminated member. He also discussed efforts to reclaim funds from Christine Ortiz, former Executive Director of The Wellness Coalition, for CNCS as part of her plea agreement.

Samuel Sokolove announced that the Office of Inspector General for CNCS will conduct an audit of the Commission this summer, per the formal notification letter received on June 8th.

Kristin Hsueh announced that the registration for the Southern New Mexico service summit scheduled for June 16th in Las Cruces has reached capacity, and two promotional videos featuring Earth Care and NISN are currently under production with Edit House .

Omnibus FY 2017 Update

Commissioner Lee Chavez thanked members of the Commission for their outreach efforts preceding the announcement of the Omnibus budget 2017, and urged the Commissioners to continue to serve as “actors” on behalf of NMCCV and CNCS. Chair Riordan expressed her hope that the program videos would be used to better educate elected officials on the impact of AmeriCorps in New Mexico.



CNCS State Office Announcements

Michael Garcia reported on senior-level staff appointments made at CNCS, and the very positive response he received from the April 15th service project with Senator Marin Heinrich and Albuquerque Mayor Richard Berry, which involved planting trees and shrubs in the Shining River location of the Albuquerque Bosque. Michael urged the importance of outreach from programs to elected officials, within the parameters of Prohibited Activities, to showcase their service and impact, and noted that the summer Congressional recess provides an opportunity for Commissioners to meet with their representatives. He mentioned that Congresswoman Michele Lujan Grisham has been invited to visit a Senior Corps program, and that his office is taking a “business as usual” approach to operations, despite the uncertain budget situation.

Committee Report Outs:

Each committee had a report out, the following are in addition to those individual reports:

Executive Committee

Presented by Commissioner Riordan. None in addition to report out

Grants and Program Development Committee

Presented by Samuel Sokolove on behalf of Commissioner Armijo-Brasher. None in addition to the report out.

Board Development Committee

Presented by Commissioner Hallstrom, who announced that Monica Kowal has withdrawn from consideration for the Commission. Commissioner Hallstrom also announced that David Maestas has resigned from the Commission due to relocation out of the state.

Community Outreach Committee

Presented by Commissioner Lee Chavez. None in addition to the report out

State Service Plan Taskforce

Presented by Commissioner Humiston. Commissioner Humiston urged Commissioners to be part of the 2017-18 “Listening Tour” for the State Service Plan.



Old Business

Samuel gave an announcement on the results of the Competitive Competition:

Applicant	Awarded	Members/MSYs
EcoServants (New)	\$288,055	24.66
Families and Youth Inc. (New)	\$278,036	20.59
RMYC (Continuation)	\$522,750	43.85
Teach for America (Recompete)	\$0	48

Chair Riordan commended the awardees on their success, and recognized NMCCV staff for administering the RFP.

New Business

*****Please Note That for All Voting Purposes during This Meeting*******

Commissioner Armijo-Brasher gave her proxy to Commissioner Garza

Commissioner Hallstrom announced that Community Link has been recognized as a Points of Light Volunteer Action Center, making it the only POL center in New Mexico.

Deputy Secretary Joy Forehand then presented Chair Riordan with a certificate of appreciation from NMCCV, recognizing her extraordinary service as Chair during times of transition for the Commission.

Review of Formula RFP ##17-631-7004-00061

Pursuant Open Meetings Act 10-15-1 Formation of Public Policy; H. The provisions of Subsections A,B, and G of this section do not apply to: 6) That portion of meetings at which a decision concerning purchases in an amount exceeding two thousand five hundred dollars that can be made only from one source and that portion of meetings at which the contents of competitive sealed proposals solicited pursuant to the Procurement Code are discussed during the contract negotiation process. The actual approval of purchase of the items or final action regarding the selection of a contractor shall be made in an open meeting.

Commissioner Dallago moved to enter Executive Session, seconded by Commissioner Graff. Roll Call: Commissioner Riordan, Commissioner Montoya, Commissioner Graff, Commissioner Dallago, Commissioner Chavez, Commissioner Hallstrom, Commissioner Hughes, Commissioner Humiston,



Commissioner Lowden, Commissioner Atkins, Commissioner Lee Chavez, and Commissioner Garza all voted for the move to Executive Session, none opposed, none abstained.

Only the matters of the contents of competitive sealed proposals were discussed in the closed Executive Session. Commissioner Graff moved to return to an open meeting, Commissioner Lee Chavez seconded, vote taken, all approved, none opposed, none abstained; motion passed. Roll Call: Commissioner Riordan, Commissioner Montoya, Commissioner Graff, Commissioner Dallago, Commissioner Chavez, Commissioner Hallstrom, Commissioner Hughes, Commissioner Humiston, Commissioner Lowden, Commissioner Atkins, Commissioner Lee Chavez, and Commissioner Garza all voted for the return to an open meeting, none opposed, none abstained. Commissioner Armijo-Brasher's proxy was acknowledged.

Vote of Formula RFP

The motion to allocate \$140,000 for four planning grant bids of \$35,000 each, pending approval by CNCS and DWS was presented.

Commissioner Atkins moved to allocate \$140,000 for a planning grant bid; Commissioner Hallstrom seconded; all approved, motion passed.

Vote of Formula 2017 Allocations

**Funding Option 6
Funding Recommendations
Available: \$1,275,502**

Following deliberations on five funding options, Funding Option Six was presented by Chair Riordan for a vote. Commissioner Graff moved to approve this funding option; Commissioner Montoya seconded, a vote was taken: eight commissioners voted in favor, one opposed, two abstained. The motion passed.

Approved Formula Allocations:

- MSY's: 97.3
- CNCS share: \$725,160
- Match requirement: \$706,935
- Total Formula funds allocated: \$865,160
- To be surrendered back to CNCS: \$410,343



Motion to Suspend Meeting

In order to comply with Open Meetings regulations, Commissioner Dallago moved to suspend the remainder of Commission meeting to July 10 at 1:00 p.m., at which time the commission would reconvene. Motion seconded by Commissioner Lee Chavez. Meeting was suspended at 3:05 p.m.

Reconvened Meeting Proposed

Commissioner Chair Riordan announced that the June 9, 2017 Commission meeting would be reconvened on Monday, July 10, 2017 from 1:00pm-2:30pm at Wells Fargo. The agenda will only cover the following items:

I. New Business

- a. 2:20 p.m. -2:30 p.m. Motion on By-Laws Revisions on NMCCV Succession Plan & "Cooling Off Period"
- b. 2:30 p.m. -2:40 p.m. Appointment of NMCCV Officers
- c. 2:40 p.m.-2:50 p.m. Appointment of NMCCV Committee Chairs
- d. 2:50 p.m.-3:00 p.m. Adopt Schedule of Meetings for the Upcoming Year
- e. Next Meeting: Friday, August 25 (proposed)

Meeting Recessed

Commissioner Lee Chavez moved to recess until July 10th; motion seconded by Commissioner Hughes, all voted for the motion, none opposed, none abstained at 3:05 pm.

Meeting has recessed and will reconvene on July 10, 2017 from 1 p.m.-2:30 p.m. at the Wells Fargo Building in Albuquerque (200 Lomas Blvd. NW)



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Reconvened Meeting

July 10, 2017

12:00PM-3:00PM

Wells Fargo Building in Albuquerque (200 Lomas Blvd. NW)

Commissioners in Attendance

Erin Atkins
Jorja Armijo-Brasher
Dustin Chavez
Bernadine Dallago
Alice Garza
Elaine Graff

Greg Hallstrom
Charles Humiston
Patricia Lee Chavez
Matthew Montoya
Jennifer Riordan

Commissioners Absent

Renee Lowden (proxy given to Patricia
Lee Chavez)
Georgetta Kwasniewki

Nancy Hughes
Hannah Skandera

2017 Ex-Officio Commission Members in Attendance

Samuel Sokolove, Executive Director, NMCCV
Michael Garcia, New Mexico State Program Director, CNCS

Staff in Attendance

Kristin Hsueh, Outreach and Events Officer

Chair Riordan called the meeting to order at 1:05 p.m.

Roll Call

Commissioner Chair Riordan called roll.



Motion on By-Laws Revisions on NMCCV Succession Plan & “Cooling Off Period”

Chair Riordan presented the following:

The NMCCV officer succession is currently stated in the By-Laws as follows: The Chairperson will be elected by voting members of the Commission, and members will also elect a vice-chairperson, a treasurer and a secretary. Officers of the Commission shall be elected for one-year renewable terms.

Motion for Revised Succession:

- *All NMCCV officer’s terms of service will be two years;*
- *The First Vice-Chairperson's term of service will be two years, concurrent with the election of a new Chair, and will then automatically succeed to the office of chairperson after two years, pending election by voting members of the Commission.*
- *The position of Treasurer will be replaced with the position of Second Vice Chair.*
- *The position of Secretary will be replaced with the position of Member-at-Large.*

Commissioner Graff moved to accept the motion as presented; Commissioner Lee Chavez seconded. All approved. Motion passed with no abstentions.

Motion on Cooling Off Period (Conflict of Interest)

Chair Riordan presented the following motion:

Former NMCCV Commissioners or former employees of a current NMCCV subgrantee are not eligible for remunerative contracts for a period of one year after leaving NMCCV service or subgrantee employment.

Commissioner Graff moved to accept the motion as presented; Commissioner Lee Chavez seconded. All approved. Motion passed with no abstentions.

Proposed Motion on NMCCV Executive Committee

Chair Riordan presented the proposed Executive Committee Slate of Officers:

Commission Chair: Elaine Graff (2017-2019)
Vice Chair (Chair-Elect): Matthew Montoya (2017-2019)
Second Vice Chair: Bernadine Dallago (2017-19)
Member-at-Large: Greg Hallstrom (2017-2019)



Commissioner Lee Chavez moved to approve the slate as presented. Commissioner Dustin Chavez seconded. All approved, no abstentions.

Appointment of NMCCV Committee Chairs

Chair Riordan presented the following proposed slate:

Executive Committee: Elaine Graff
Grants Management and Program Development Committee Chair: Jorja Armijo-Brasher
Board Development Committee Chair: Greg Hallstrom
Community Outreach Committee Chair: Patricia Lee Chavez
State Service Plan Taskforce Chair: Hank Humiston

Commissioner Graff moved to accept slate as presented. Commissioner Montoya seconded; all approved with no abstentions.

Adopt Schedule of Meetings for the Upcoming Year

Chair Riordan presented the following proposed calendar of Commission meetings for 2017-18:

- August 25
- October 20
- January 5
- March 9
- June 8

Following discussion, it was decided that the Commission meeting dates should align, when possible, with other Commission events currently being planned. Chair Riordan moved to confirm the next Commission meeting as Friday, August 25, 12 p.m. - 4 p.m. at Wells Fargo, with the remaining meeting dates to be approved at that time.

Commissioner Lee Chavez moved to accept the motion; Commissioner Garza seconded. All approved with no abstentions.

Adjournment

Commissioner Lee Chavez moved to adjourn; Commissioner Montoya seconded. The meeting adjourned at 1:30 p.m.