



NORTH CENTRAL NEW MEXICO ECONOMIC DEVELOPMENT DISTRICT

Executive Committee Special Meeting Minutes

Friday, April 11, 2025, 1:30 pm

644 Don Gaspar, Santa Fe, NM 87505

Or Virtual Option: <https://us02web.zoom.us/j/89207767931>

Meeting ID: 892 0776 7931, Dial In: 1 253 215 8782

A. CALL MEETING TO ORDER

President Ernesto Salazar called the meeting to order at 1:30 p.m.

B. PLEDGE OF ALLEGIANCE

Member Lori Chatterley led the Pledge of Allegiance.

C. ROLL CALL

Member	Present	Absent	Notes
Linda Calhoun		X	Excused
Dora Dominguez	X		Virtual
Thomas Garcia	X		Virtual
Jim Hall	X		Virtual
Stephanie Martinez	X		Virtual
Lori Chatterley	X		Virtual
Ernesto Salazar	X		Virtual
Joseph Sanchez	X		Virtual

D. APPROVE AGENDA

Motion to approve the agenda as presented.

Motion	Hall
Second	Martinez
Yes	7
No	0
Abstain	0

E. EXECUTIVE SESSION: Board may elect to go into executive session for reasons listed in the Open Meetings Act, Section 10-15-1 (H). The authority for the executive session and the subject to be discussed must be stated with reasonable specificity in the motion calling for the vote to go into executive session.

1. Limited Personnel Matters (Section 10-15-1(H)(2))-Executive Director

Motion to enter executive session by roll call vote at 1:34 p.m. to consider Action Item E1: Limited Personnel Matters (Section 10-15-1(H)(2)): Executive Director.

Motion	Chatterley
Second	Sanchez
Yes	7
No	0
Abstain	0

Motion to come out of Executive Session at 2:19 p.m., noting that the only item discussed was the item on the agenda and no action was taken.

Motion	Hall
Second	Sanchez
Yes	7
No	0
Abstain	0

F. ACTION ITEMS

1. Acceptance of Executive Director Resignation

Motion to accept the Executive Director's resignation.

Motion	Sanchez
Second	Hall
Yes	7
No	0
Abstain	0

2. Executive Director Hiring Process

President Ernesto Salazar outlined the timeline previously discussed by the committee, including the formation of a selection committee; posting of the executive director position on Monday, April 14, 2025 with an initial closing date for applications of May 31, 2025; the opportunity for advanced candidate screening in June with interviews late June or early July; the making of an offer in late July; and a possible offer extended in August. Mr. Salazar clarified that there would be available the opportunity to alter the timeline just described.

Motion to approve the Executive Director hiring process.

Motion	Chatterley
Second	Hall
Yes	7
No	0
Abstain	0

3. Contract Award for Request for Proposals 2025-10 Workforce Integration Network (WIN) Transitional Housing: New Mexico Reentry Center

Executive Director Monica Abeita explained that both items F3 and F4 were originally listed on the March agenda but were taken off as additional documentation was required. Now that full documentation is available, Ms. Abeita presented both items for approval.

Ms. Abeita explained that MFA granted NCNMEDD funding in 2024 for transitional housing associated with the WIN project. New Mexico Reentry Center, who is working as a partner with WIN and specifically assisting with job placement and training for formerly incarcerated individuals, submitted a response to the RFP to purchase a property in Sombrello, NM, which will house six to eight individuals. The price of the house is \$595,000, which is higher than the original \$500,000 amount originally proposed to purchase and rehabilitate housing in each of five communities (Española, Santa Fe, Taos, Raton and Las Vegas). The \$500,000 was intended to support at least five units, housing at least five people; representing a guideline of \$100,000 per person housed at any given time. Ms. Abeita stated that using \$595,000 to house at least six people meets the same intention. Ms. Abeita reviewed this issue with MFA, which approves of

the purchase. MFA did add a requirement to the Land Use Restriction Agreement (LURA), which is the contractual instrument for this transaction, that at least six individuals be housed. Ms. Abeita noted that New Mexico Reentry will own the property beyond the WIN grant funding period and had as a result, compliance will fall to the MFA LURA which requires the property to be maintained as affordable housing for 20 years, until 2045.

Ms. Abeita reminded the committee of a similarly-priced property that was secured in Las Vegas the previous year under this same RFP, and shared that a third proposal would likely soon be submitted by the Mountain Center in Santa Fe. Ms. Abeita then made herself available for questions.

Vice President Thomas Garcia asked about the deviation from the \$500,000 stipulation in the MFA grant. Ms. Abeita explained that it was an estimate made in the grant application, not a firm requirement. Ms. Abeita has confirmed MFA's approval of the purchase provided that at least six individuals be housed, which meets the intention of the guideline. President Ernesto Salazar asked for further confirmation that the Executive Committee is not violating a limit in the MFA agreement; Ms. Abeita reaffirmed, stating that MFA has approved the purchase and purchase price. Other details presented in the discussion were that the original listing price of the home was \$630,000; New Mexico Reentry originally offered \$550,000, and the parties settled on \$595,000. The appraisal came in at slightly more than \$600,000.

Motion to approve the Contract Award for Request for Proposals 2025-10 Workforce Integration Network (WIN) Transitional Housing: New Mexico Reentry Center.

Motion	Sanchez
Second	Hall
Yes	6
No	1-Garcia
Abstain	0

4. Salary Ranges for Non-Metro AAA Direct Services Staff (Case Management Program, Volunteer Program, Senior Home Repair Program)

Executive Director Monica Abeita explained presented the salary ranges approved at the beginning of FY 25 alongside new proposed ranges for the Direct Service employees. Given budget constraints for FY 26, the Special Projects Manager position is being eliminated and direct services employees will be taking on more responsibility moving forward. Furthermore, there has been difficulty hiring at the current salary ranges for direct services vacancies. For both reasons, Ms. Abeita recommended that those positions be brought up to the same levels as regional managers and provider specialists to allow for more flexibility in offers.

Vice President Thomas Garcia asked about when, if the committee gave approval, the ranges would take effect. Ms. Abeita explained it would be dependent upon the variable circumstances involved for each employee, such as when additional responsibilities are assigned or when a new hire is offered a job. Mr. Garcia asked if approval for the direct services portion of the salary ranges document would mean approval of the entire document. Ms. Abeita explained that the direct services staff were the only positions whose ranges were recommended to change from the FY 25 approved salary ranges. Mr. Garcia suggested, given the uncertainty that remained with the FY 26 budget, perhaps waiting to approve the increased ranges was prudent. Ms. Abeita provided assurance that budget calculations had been completed for both FY 25 and FY 26 and sufficient funds exist for the increased ranges for both years' budgets.

Motion to approve the Salary Ranges for Non-Metro AAA Direct Services Staff (Case Management Program, Volunteer Program, Senior Home Repair Program).

Motion	Sanchez
Second	Chatterley
Yes	6
No	1-Garcia
Abstain	0

5. Title III Contract with ALTSD for FY 2026

Non-Metro AAA Director Neil Segotta explained that the new Title III contract had been received less than a week ago and that changes were required to be sent back by Tuesday, April 15. Given that no other NCNMEDD Board of Directors meeting was scheduled before then, Mr. Segotta and Ms. Abeita scheduled to present this item today and obtain feedback from the Executive Committee. Ms. Abeita noted that she prepared a letter expressing concern that the contract had ballooned in the past few years and that the additions, most of which NMAAA would have to comply with regardless of the contract, are not needed. Executive Committee members indicated that they did not receive the letter in advance of the meeting. Therefore, Vice President Garcia suggested that the Committee could entertain a “no” vote on the proposed contract and direct the Executive Director and NMAAA director to prepare a response to ALTSD.

Motion to reject the proposed contract, directing the Executive Director and NMAAA Director to prepare and submit a letter stating NMAAA’s objections to said contract.

Motion	Garcia
Second	Hall
Yes	7
No	0
Abstain	0

G. NEXT MEETING –April 24, 2025, 10:00 am

H. ADJOURNMENT

Motion to adjourn at 2:58 p.m.

Motion	Hall
Second	Garcia
Yes	7
No	0
Abstain	0

Approvals



Ernesto J. Salazar, President

April 24, 2025

Date



Dora Dominguez, Secretary

April 24, 2025

Date