



Wednesday, April 17, 2019  
5:30 pm Regular Meeting  
UNM-LA, Building 2, Room 230  
Los Alamos, NM

## Minutes

1. **Welcome and Announcements** – Jordan Redmond, Chair called the meeting to order at 5:35. Announcements: Resource Specialist current numbers are: Elementary-44, Middle School-36 and High School-52.
2. **Introductions** – All in Attendance
3. **Approval of Minutes** – March Minutes were emailed. Motion to accept was made by Chris Ross and seconded by Elizabeth Allen. Pat Casados abstained, and the motion was passed unanimously.
4. **Coordinators' Update:** A handout was provided, and the comment was that it was a busy month of meetings regarding budget and organizational changes.
5. **Budget/Financials**
  - a. Budget Performance Summary – February and March 2019 emailed out
  - b. Lisa updates: 75% spent through month of March
  - c. LAC funding-Council budget meeting last night tentatively approved CSD budget for add-on for Resource Specialist program for \$72,950. More budget hearings next week. Council also approved the schools add-on for truancy positions.
  - d. UW-changing funding cycle, organization now on a fall cycle except for summer programs. JJAB not applying for summer funds but will go through fall process
  - e. LAPS Budget- Lisa met with Kurt and Jennifer regarding budget with school partnership
  - f. CYFD-did receive an additional \$200,000 asking what the process is to apply for that
  - g. Budget draft will be presented in May
6. **JJAB By-Laws Revisions:** Revisions were emailed, copies available, and presented by work group. Revisions will be reviewed and voted on next month in May.
  - a. New revisions show changes from Board chair with lots of time dedicated to operations, moving to executive director and update of the entire bylaws.
  - b. Review committee consisted of Jordan Redmond, Nicole Ferry, Carter Payne, Elizabeth Allen, Morrie Pongratz and Lisa Zuhn.
  - c. See PowerPoint presentation for complete information
  - d. Comments and discussion:
    - Goal is to focus on expertise, networking, and being respectful of members time
    - Structure is broken into series of committees
    - Reduce size from 30 to 21 board members
    - Creates flexibility by having agency choose members
    - Defined a partner-receiving \$10,000 then defined as partner not member

- Committees - Use skills of members to assist and need, Board Officer will be liaison, the Executive Director will participate on each committee, leaders will be elected by group.
  - Kristine Coblentz would like a short 5 slide/5 minutes presentation as part of meetings.
  - Ellen Ben-Naim suggested the School Board be a non-voting liaison member.
  - David Izraelevitz wants clarity on who is liaison and who is board, separate section.
  - Local government section from Continuum act will be in policy not bylaws
  - Agency needs to be clarified not general, e.g. local law enforcement is assigned by police department, safety should be fire department, and clarify Senior Center contractor.
  - Vacancies for position to be removed discussion by majority of board.
  - Ad hoc committee can be created to fill positions
  - Conflict of interest question-who deems it applicable, discussion of board decision to determine if it is conflict of interest.
  - Open meetings act-we are mandated by receiving CYFD monies
  - Chair should have ability to appoint ad hoc committee
  - Discussed to ensure bylaws have 51% of Board approval, present one meeting and vote on next meeting
  - Will make amendments and highlight changes and then will bring back next time.
7. Pat Casados and Carter Payne moved to rearrange agenda so that executive session will be moved after the next business. Motion was approved unanimously.
8. **Next Meeting** – Scheduled for May 15, 2019, changed to May 22nd due to scheduling conflicts.
9. **JJAB Staffing**
- a. Board went into Executive Session to discuss personnel matters
  - b. Board returned from Executive Session and stated that no action was taken during session. Executive Director Agreement – handout provided, needs approval for 4/20/2019 effective date.
  - c. Motion for a change to the contract made by Pad Casados, seconded by George Marsden to take out value up to \$4000, put in by accordance of JJAB policies; motion passed unanimously.
  - d. Motion made to accept the employment agreement as amended with Lisa Zuhn for the position of JJAB Executive Director effective 4/20/2019 was made by Morrie Pongratz, seconded by Nicole Ferry; passed unanimously.
  - e. Motion for Resource Specialist positions to become employees under the JJAB structure and to accept, as presented, the paid time off, holiday time, cell phone stipend, and mileage reimbursement programs for all JJAB employees was made by Chris Ross and seconded by Jennifer Guy. Roll Call vote taken:
    1. Pat Casados-no
    2. George Marsden-yes
    3. Ann Stewart-yes
    4. Chris Ross-yes
    5. Elizabeth Allen-yes
    6. Carter Payne-yes
    7. Jennifer Guy-yes
    8. Kristine Coblentz-yes
    9. Brian Easton-yes
    10. Morrie Pongratz-yes
    11. Nicole Ferry-yes
    12. Jordan Redmond-yes
- Motion carried 11-1.

## 10. Meeting Adjourned