CALL TO ORDER:

A regular meeting of the North Central Regional Transit District Board was called to order on the above date by Mayor Dan Barrone, Chair, at 9:07 a.m. at the Jim West Regional Transit Center, Española, New Mexico.

1. Roll Call

Mr. Dahlquist called the roll and it indicated the presence of a quorum as follows:

<table>
<thead>
<tr>
<th>Members Present:</th>
<th>Elected Members</th>
<th>Alternate Designees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Village of Chama</td>
<td>Councilor Scott Flury</td>
<td></td>
</tr>
<tr>
<td>Town of Edgewood</td>
<td></td>
<td>Mr. Juan Torres, Clerk</td>
</tr>
<tr>
<td>City of Española</td>
<td>Councilor Dennis Tim Salazar</td>
<td></td>
</tr>
<tr>
<td>Los Alamos County</td>
<td>Councilor Antonio Maggiore</td>
<td></td>
</tr>
<tr>
<td>Nambé Pueblo</td>
<td>Absent</td>
<td></td>
</tr>
<tr>
<td>Ohkay Owingeh</td>
<td></td>
<td>Ms. Christy Van Buren</td>
</tr>
<tr>
<td>Pojoaque Pueblo</td>
<td></td>
<td>Mr. Jeff Montoya</td>
</tr>
<tr>
<td>Rio Arriba County</td>
<td>Commissioner Leo V. Jaramillo</td>
<td></td>
</tr>
<tr>
<td>San Ildefonso Pueblo</td>
<td></td>
<td>Ms. Lillian Garcia</td>
</tr>
<tr>
<td>Santa Clara Pueblo</td>
<td>Absent</td>
<td></td>
</tr>
<tr>
<td>Location</td>
<td>Representative</td>
<td></td>
</tr>
<tr>
<td>----------------------------------</td>
<td>---------------------------------</td>
<td></td>
</tr>
<tr>
<td>City of Santa Fe</td>
<td>Councilor Carol Romero-Wirth</td>
<td></td>
</tr>
<tr>
<td>Santa Fe County</td>
<td>Commissioner Ed Moreno</td>
<td></td>
</tr>
<tr>
<td>Town of Taos</td>
<td>Mayor Dan Barrone</td>
<td></td>
</tr>
<tr>
<td>Taos County</td>
<td>Commissioner Jim Fambro</td>
<td></td>
</tr>
<tr>
<td>Taos Ski Valley Village</td>
<td>Mayor Christof Brownell</td>
<td></td>
</tr>
<tr>
<td>Tesuque Pueblo</td>
<td>Fmr. Gov. Charlie Dorame</td>
<td></td>
</tr>
<tr>
<td>Rio Metro (ex officio)</td>
<td>Absent</td>
<td></td>
</tr>
</tbody>
</table>

**Staff Members Present**
- Mr. Anthony J. Mortillaro, Executive Director
- Mr. Stephen Dahlquist, Executive Assistant
- Ms. Stacey McGuire, Projects and Grants Specialist
- Mr. Hector Ordoñez, Finance Director
- Mr. Peter Dwyer, Legal Counsel
- Ms. Delilah Garcia, Transit and Facilities Operations Director
- Mr. Jim Nagle, Public Information Officer

**Others Present**
- Carl Boaz, Stenographer

2. **INTRODUCTIONS**

   No introductions were made.

3. **PLEDGE OF ALLEGIANCE**

4. **MOMENT OF SILENCE**

5. **APPROVAL OF AGENDA**

   Commissioner Moreno moved to approve the Agenda as presented. Councilor Salazar seconded the motion and it passed by unanimous (13-0) roll call vote with Village of Chama, Town of Edgewood, City of Española, Los Alamos County, Ohkay Owingeh, Pojoaque Pueblo, Rio Arriba County, City of Santa Fe, Santa Fe County, San Ildefonso Pueblo, Taos County, Town of Taos, and Village of Taos Ski Valley voting in favor and none against. Tesuque Pueblo was not present for the vote.
6. APPROVAL OF MINUTES – February 1, 2019

Ms. Van Buren moved to approve the minutes of February 1, 2018 as presented. Commissioner Flury seconded the motion and it passed by unanimous (13-0) roll call vote with Village of Taos Ski Valley, Village of Chama, Town of Edgewood, City of Española, Los Alamos County, Ohkay Owingeh, Pojoaque Pueblo, Rio Arriba County, San Ildefonso Pueblo, City of Santa Fe, Santa Fe County, Taos County and Town of Taos voting in favor and none against. Tesuque Pueblo was not present for the vote.

7. PUBLIC COMMENTS

There were no public comments.

PRESENTATION ITEMS

PUBLIC HEARINGS: None.

ACTION ITEMS:

A. Discussion and Consideration of Resolution No. 2019-10 Adopting an Amended Equal Employment Opportunity Plan

Mr. Mortillaro reported in October 2017 the board had adopted an amended EEO Plan and in 2018 NMDOT did a technical site visit. As a result of the site visit NMDOT told District that the document should be reformatted to follow FTA guidelines and that has been done. The plan is attached and will be reviewed and updated every 3 years now.

He noted most of the language is standard, but he wanted to discuss the goals and outcomes (page 38) related to those in the prior document.

1. Increase American Indian participation in all employment categories – That has remained flat during the past evaluation period. There are 4 employees in that category (6/10 of employees who self-identified).

2. Increase female participation in all job categories – That has decreased. There are currently 70 filled positions of which women are 35%, mid-level officials and managers increased 43-50% in female representation.

3. They are down one in each position of professionals, administrative support and
in operators/drivers as a result of people who have left the organization for various reasons.

4. veteran / disability status recruitment increased from 6-9% as a result of working with the Department of Workforce Solutions and veteran organizations.

5. Working toward more diversity such as African-Americans and Asians has been a challenge – One person was hired but later left for personal reasons.

In 2019 the goals generally remain the same and outcomes will be reported when the plan is brought back in three years.

Councilor Romero-Wirth ask to confirm that the changes were not red-lined and had been standard.

Mr. Mortillaro said the changes followed the guideline and were consistent.

Councilor Maggiore moved to approve Resolution No. 2019-10 as presented, seconded by Commissioner Moreno and the motion passed by unanimous (13-0) roll call vote with Town of Taos, Village of Taos Ski Valley, Village of Chama, Town of Edgewood, City of Española, Los Alamos County, Ohkay Owingeh, Pojoaque Pueblo, Rio Arriba County, San Ildefonso Pueblo, City of Santa Fe, Santa Fe County, and Taos County voting in favor and none against. Tesuque Pueblo was not present for the vote.

B. Discussion and Consideration of Adopting of Resolution No. 2019-11 Authorizing Actions by the District and Its Agents in the Event of an Emergency

Mr. Mortillaro explained this is a result of discussions with the attorney regarding actions they may need to take in the event of an emergency in the District. Staff wanted clarification and the resolution to make clear what actions he has authority to take and at what point he should come to the Board after addressing an emergency. He asked Mr. Dwyer to speak to the issue.

Mr. Dwyer stated staff would like to have the authority to handle an emergency situation should the board not be available, but balance that with the desire to call a board meeting if possible, on an emergency basis, to get Board authority.

Mr. Mortillaro has authority for expenditures up to $100k (contracts, etc.) which is roughly 5 days of service and would keep things going until a board meeting could be convened.
Similarly, Mr. Ordoñez would not be able to bring before the Board a budget adjustment as he usually would, so the policy was amended, and ratifications or approval of the budget would be sought from the Board afterward.

The only emergency to date has been a situation in Dulce to respond to the need for dialysis patients to get to the facility, however, in that case, a budget adjustment was not required.

Changes in the policy are to give authority for Mr. Mortillaro to divert resources of up to $100,000 and to reduce the requirement for two signatures on checks over $20,000 if necessary, to a single signature signed by either Mr. Mortillaro, or the Board Chair.

Mr. Dwyer noted that in the definitions section he used the OMA definition of when a meeting could be called in an emergency and amended the language by adding that the Board could also declare an emergency or the Executive Director in an exigent circumstance as well as the Governor and the President.

Councilor Salazar commended Mr. Mortillaro and Mr. Dwyer for the resolution noting that it is proactive. He pointed out that cities, counties and towns are often not prepared for an emergency.

Councilor Salazar moved to approve Resolution No. 2019-11 as presented, seconded by Commissioner Fambro and the motion passed by unanimous (13-0) roll call vote with Taos County, Town of Taos, Village of Taos Ski Valley, Village of Chama, Town of Edgewood, City of Española, Los Alamos County, Ohkay Owingeh, Pojoaque Pueblo, Rio Arriba County, San Ildefonso Pueblo, City of Santa Fe and Santa Fe County, voting in favor and none against. Tesuque Pueblo was not present for the vote.

C. Discussion and Consideration of Acceptance of Resolution No. 2019-12
Adoption of Amendments to the Sustainability Committee Charter, the Sustainability Plan, Sustainability Goals and Metrics and Ratification of Appointments of the Sustainability Committee Members

Former Gov. Dorame arrived at 9:23 a.m.

Mr. Mortillaro reported the sustainability committee had reconvened their meetings and on February 19 had discussed the need for adjustments to the charter. He asked Ms. Garcia to review the changes and invited Councilor Maggiore to comment.

Ms. Garcia noted their first meeting was September 18, 2018 last year when Councilor Maggiore accepted a seat on the committee along with Neal Denton (Santa Fe County) and Collin Messer (Clean Cities Energy).
After reviewing the Sustainability Committee charter, goals and plan and what steps would be needed to meet their goals the Committee discussed in their February 19 meeting changes to the documents. Changes included the schedule of the quarterly meeting dates, which, if approved would be January, April, July, and October.

The committee will discuss in those meetings how to meet their goals from the previous plan and actions needed such as how to move forward with their testing of alternative fuel vehicles results and recommendations. They would also decide what to consider in the future regarding alternative fuels and if they should evaluate electric or reevaluate LPG and CNG.

The previous charter required a seven-member committee, but they found it difficult to recruit members, so the charter was amended to have up to 7 members. They currently have five members and plan to recruit two additional members.

The plan was divided into four specific categories (page 54): Alternative Fuels; Sustainable Facilities as they continue to grow; Future Development of Transit Facilities and Land Use, including transit-oriented development to have a sustainable design; and Setting Goals.

The plan requires a report to the board annually in January in which the committee will provide information on what has been achieved and the future goals (listed on page 58 with metrics for achievement).

There were no questions.

Commissioner Fambro moved to approve Resolution 22019-12 adopting the amendments to the Sustainability Charter as presented. Councilor Maggiore seconded the motion and the motion passed by unanimous (14-0) roll call vote with Santa Fe County, Taos County, Town of Taos, Village of Taos Ski Valley, Tesuque Pueblo, Village of Chama, Town of Edgewood, City of Española, Los Alamos County, Ohkay Owingeh, Pojoaque Pueblo, Rio Arriba County, San Ildefonso Pueblo and City of Santa Fe, voting in favor and none against.

D. Discussion and Consideration of a Contract with Gallagher & Kennedy, PA.

Mr. Dwyer noted there is no contract. Per the Board, he talked with Gene Creely, the lead attorney on the litigation and expressed the District's interest in joining and Mr. Creely informed him there are procedural issues. He suggested the Board wait a while before joining.

He also contacted the attorneys of the two existing parties, Rio Arriba and Los Alamos Counties and they approve of NCRTD joining. He subsequently contacted the
attorneys for Santa Fe and Taos County that are also likely to join litigation, and to date there had been no opposition.

Mr. Creely indicated the issues would likely be resolved in June and the Board would be able to join the litigation. No action was required today.

AMENDMENT OF AGENDA:

Chair Barrone asked to amend the agenda and go into Executive Session before Discussion Items.

Councilor Maggiore moved to amend the agenda to go into Executive Closed Session at this time, seconded by Commissioner Moreno and the motion passed by unanimous (14-0) roll call vote with City of Santa Fe, Santa Fe County, Taos County, Town of Taos, Village of Taos Ski Valley, Tesuque Pueblo, Village of Chama, Town of Edgewood, City of Española, Los Alamos County, Ohkay Owinge, Pojoaque Pueblo, Rio Arriba County, and San Ildefonso Pueblo, voting in favor and none against.

L. Executive Closed Session

Closed Session pursuant to executive session pursuant to NMSA 1978, Section 10-15-1(H)(8) for the limited purpose of discussion of the purchase, acquisition of, disposal of real property; Lot 1-B consisting of approximately 3.355 acres of land located to the East of the current district property,

Councilor Maggiore moved to go into Executive Session pursuant to NMSA 1978, Section 10-15-1(H)(8) for the limited purpose of discussion of the purchase, acquisition of, disposal of real property; Lot 1-B consisting of approximately 3.355 acres of land located to the East of the current district property. The motion was seconded by Commissioner Moreno and was passed by unanimous (14-0) roll call vote with San Ildefonso Pueblo, City of Santa Fe, Santa Fe County, Taos County, Town of Taos, Village of Taos Ski Valley, Tesuque Pueblo, Village of Chama, Town of Edgewood, City of Española, Los Alamos County, Ohkay Owinge, Pojoaque Pueblo, and Rio Arriba County, voting in favor and none against.

The Board entered Executive Closed Session at 9:34 a.m.

Councilor Flury moved to reconvene into Open Session, seconded by Mr. Montoya and the motion passed by unanimous (14-0) roll call vote with San
Ildefonso Pueblo, City of Santa Fe, Santa Fe County, Taos County and Town of Taos, Village of Taos Ski Valley, Tesuque Pueblo, Village of Chama, Town of Edgewood, City of Española, Los Alamos County, Ohkay Owingeh, Pojoaque Pueblo, and Rio Arriba County, voting in favor and none against.

The Board reconvened in Open Session at 9:55 a.m. Mr. Dwyer announced to the public that during the executive closed session no actions were taken, and the only matters discussed were those listed in the agenda.

Chairman Barrone moved to direct the Executive Director to pursue acquisition of the property listed on the agenda. He stated that nothing had been discussed in the executive session other than the matter listed on the agenda. Councilor Maggiore seconded the motion which passed by unanimous (14-0) roll call vote with Ohkay Owingeh, Pojoaque Pueblo, Rio Arriba County, San Ildefonso Pueblo, City of Santa Fe, Santa Fe County, Taos County, Town of Taos, Village of Taos Ski Valley, Tesuque Pueblo, Village of Chama, Town of Edgewood, City of Española, and Los Alamos County, voting in favor and none against.

MISCELLANEOUS

Mr. Mortillaro reported that the Village of Questa inquired about joining the Board and he had sent them materials.

Also, the property to the south of this property is proposed for development of a Del Taco and a Denny’s. Staff believes there are possible issues with its proximity to the District’s HVAC system and an appeal of the variance granted has been filed. The drive-through for the development is immediately next to the NCRTD facility’s HVAC, which could result in exhaust air being drawn in instead of fresh air.

Mr. Mortillaro reported the variance was approved without due consideration for NCRTD’s concern. Staff believes their concern is valid that the HVAC would have potential repercussions on the quality of air for staff in the building.

ADJOURN

He said staff would not present any other reports and it was appropriate for the Board to adjourn.

Upon motion by Ms. Van Buren and second by Councilor Flury, the Board meeting was adjourned at 10:00 a.m.

The following agenda items were not discussed:
E. Review of January 2019 Financial Summary

F. Finance Subcommittee Report

G. Tribal Subcommittee Report

H. Sustainability Subcommittee Report

I. Executive Report and Comments from the Executive Director:
   a. Executive Report for February 2019
   b. Paratransit Performance Measures, January 2019
   c. Performance Measures for January 2019
   d. Ridership Report for January 2019

J. NMAG Workshop on Open Meeting Act and Inspection of Public Records Act Compliance

   This Workshop was conducted after the meeting of the Board was adjourned.

NEXT BOARD MEETING: Friday April 5, 2019, at 9:00 a.m.

Approved by:

[Signature]

Daniel R. Barrone, Chair

Attest:

[Signature]

Ed Moreno, Secretary/Treasurer

Submitted by:

[Signature]

Carl Boaz for Carl G. Boaz, Inc.