New Mexico Commission for the Blind

MINUTES (Draft)

Regular Meeting Held Virtually

November 17, 2022 - 9:00 AM

1. Call to Order

Chairman Schreiber called the meeting to order at 9:11 AM.

2. Roll Call

Chairman Schreiber took roll, and Art Schreiber, Shirley “Urja” Lansing and Robert Reidy were present.

3. Introduction of Guests and Staff

Staff included Greg Trapp, Executive Director; Jim Salas, Deputy Director for Vocational Rehabilitation and Independent Living; Patricia Savage, Executive Secretary; Kelly Burma, Skills Center Coordinator and SRC Liaison; Jedi Moerke, Acting Director of the Orientation and Training Center; Daphne Mitchell, Vocational Rehabilitation Counselor Manager; Audrey Trujillo, Information Technology Manager; and Lucy Mallahan, Special Projects Manager. Also present was John Kreienkamp, Assistant Attorney General and Counsel to the Commission. Guests present included SRC Secretary, Katharine Chavez. Kevin Romero, Deputy Director for Finance and Administration joined the meeting at 9:54 AM.

4. Approval of Changes to the Order of the Agenda and Deletion of Agenda Items

There were no changes to the agenda.

5. Approval of Minutes for the Meeting of August 23, 2022

Dr. Reidy motioned to approve the August 23, 2022 minutes, and Ms. Lansing seconded the motion. A roll call vote was taken, and the minutes were approved with Ms. Lansing, Dr. Reidy and Chairman Schreiber all voting yes.

6. Chairman’s Report, Arthur A. Schreiber

Chairman Schreiber said he received a sympathy card for the passing of his daughter, the card was signed by staff from the Commission for the Blind and he said he was very touched, pleased and honored. Chairman Schreiber asked Mr. Trapp to let the staff know that he greatly appreciated their sentiment.

Chairman Schreiber said this is a very sad day, yet a very good day for him, since today is his final meeting as Chairman of the Commission for the Blind. He said he wants everyone to know how great it has been to serve on the Commission. He said it is gratifying to know that the Commission for the Blind continues to be one of the outstanding agencies of its kind in the entire United States.

Mr. Trapp said everyone should be thanking Chairman Schreiber for all he has done over the years. He said the Commission owes its existence many times over to Chairman Schreiber, and that when the agency had a problem or an issue, he was the man of the hour. Mr. Trapp said there is no way to thank Chairman Schreiber adequately for all he has done here in New Mexico. Mr. Trapp said he thinks there would not have been a Commission without Chairman Schreiber, and that he has sacrificed his time, effort, and energy to be a part of this Agency.

7. Election of Chair

Chairman Schreiber said the floor was open for nominations for a new Chairperson.

Chairman Schreiber nominated Ms. Lansing as Chairperson, and Dr. Reidy seconded the nomination. Chairman Schreiber called three times for other nominations, there were no other nominations, and Chairman Schreiber moved that nominations cease, and Ms. Lansing be elected by acclamation. A roll call vote was taken, and the election of Ms. Lansing was approved unanimously, with Dr. Reidy, Mr. Schreiber and Ms. Lansing all voting yes.

Newly elected Chairperson Lansing said it has been an honor to know Mr. Schreiber and to serve with him on the Commission. She said she will continue to support and work with Director Trapp, the Commission Board, the Commission staff, the SRC and all others who will continue to provide such incredible, high-quality service to the blind of New Mexico. Chairperson Lansing thanked Mr. Schreiber for being who he is, sharing his humor and quickness, and she trusts that he will continue to speak out for the blind of New Mexico.

Dr. Reidy emphasized his own admiration and praise for Mr. Schreiber, and all of the work that he has done for the Commission for the Blind and the blind of New Mexico. Dr. Reidy said his relationship with Mr. Schreiber goes back five decades and during that entire time Mr. Schreiber has been an inspiration, not only for his work for the Commission for the Blind, but as an example of overcoming the vicissitudes of fate and moving on in such a positive direction and continuing to contribute to our state, our city and to the visually impaired of New Mexico. Dr. Reidy said Mr. Schreiber is an inspiration, that it has been a wonderful journey, and that he wished Mr. Schreiber the very best. Dr. Reidy thanked Mr. Schreiber and said he will continue to hold him in his heart and as his friend.

Mr. Schreiber said he had been in New Mexico about a year when he woke up blind. He said he called his doctor in Los Angeles who gave him Dr. Reidy’s phone number. Mr. Schreiber said he has great admiration and respect for Dr. Reidy.

Mr. Trapp said Mr. Schreiber turned 95 years old on November 12. Mr. Trapp said Mr. Schreiber is a real inspiration. Mr. Trapp said former Governor Toney Anaya expressed his appreciation of Mr. Schreiber at a birthday gathering on Friday. Mr. Trapp said Toney Anaya was Governor when the Commission was founded. Mr. Trapp asked Ms. Burma to play the greeting from Governor Anaya, which she did as follows:

“One of the tremendous opportunities that one gets when serving as Governor is not only to be able to work with people who seek to join the staff as cabinet secretaries or other staff members who are dedicated to the future of New Mexico, but more particularly to work with private citizens who recognize the need to volunteer, get involved, bring forward good ideas, great ideas, long-lasting ideas. One such individual that I had the opportunity to meet when I was serving as Governor was Art Schreiber. Mr. Schreiber was an individual that had, despite his blindness, more vision than most people would ever hope to have. Mr. Schreiber came to see me when he had been working with the Legislature to get enacted the legislation to commit the New Mexico Commission for the Blind. Mr. Schreiber was prepared to make a long spiel to justify why I should consider his proposal, when I stopped him in mid-sentence and thanked Mr. Schreiber for being involved and recognized his many accomplishments which already were numerous. When the bill got up to my desk it would be signed, but I also assured Mr. Schreiber that I would do so on one condition, that Mr. Schreiber would commit himself to helping the Commission get started. When Mr. Schreiber made that commitment, little did he recognize that many decades later he would still be there, serving in the capacity that he has long served. I thank Mr. Schreiber, on behalf of New Mexicans and on behalf of myself for his commitment to New Mexicans. I fully appreciated now more than ever the work that the Commission for the Blind has done, is doing, and will continue to do. I wish Mr. Schreiber the best and that he could always turn to me for whatever help I can be and knows that remains true for you also. Happy 95th birthday, Art, and best wishes.”

8. Director’s Report, Greg Trapp

a. Major Trends and Developments, Greg Trapp

Mr. Trapp said he was very honored to be one of the recipients of the William S. Dixon First Amendment Award at the Foundation for Open Government banquet on October 6. Mr. Trapp said he was very honored that Mr. Schreiber, Ms. Lansing, Dr. Reidy, Ms. Savage, Ms. Burma, Ms. Mireles and Ms. Villavicencio were there. He said the Commission is dedicated to making sure that the Commission is setting the standard for open meetings act compliance.

Mr. Trapp said he wanted to acknowledge the passing of Jack Travers, whose funeral was on November 10. He said Mr. Travers had been the Commission’s contract counsel, and that he represented the agency in areas where the Office of the Attorney General was not able to represent the agency. He said this was primarily in the area of employment law. He said Mr. Travers acted as the Commission’s contract counsel for over 20 years and was a very valuable part of our Agency. Mr. Trapp extended his sympathies to Mr. Traver’s wife and daughter. Mr. Trapp said he first met Mr. Travers back in Law School, where they were advocacy partners. He said a student who had been assigned to be his partner told the professor he did not want to be his advocacy partner because he was blind. Mr. Travers overheard the conversation and told the Professor that he would be Mr. Trapp’s advocacy partner. Mr. Trapp said he did not know that story for many years and he has always appreciated Mr. Travers for that. He said Mr. Travers has been a champion of the underdog and a really great individual in his legal career.

Mr. Trapp said the Commission will be moving to email addresses that will be @cfb.nm.gov. He asked Ms. Trujillo to give a brief update on the process, and

Ms. Trujillo said the Santa Fe office has moved forward with the conversion. The Commission email addresses are now firstname.lastname@cfb.nm.gov. Ms. Trujillo said the process went well, and the Commission is now implementing a multi-factor authentication which will be completed in the next couple weeks.

Mr. Trapp said he appreciates the accessibility awareness of Secretary Mantos at the Department of Information Technology, and that Secretary Mantos wanted to make sure the multi-factor authentication system was accessible. Mr. Trapp said Secretary Mantos is a former chairman of the Commission’s State Rehabilitation Council.

Mr. Trapp reported on the spending of the Federal Vocational Rehabilitation Grant, saying that across the country there is a trend where agencies are not spending as much of the grant as was historically the case, while the amount of the Federal Grant is increasing. He said the VR Program gets $3.7 billion, and that about half a billion dollars went unused. Mr. Trapp said he is participating in a workgroup that includes five other agency directors and the Rehabilitation Services Administration. He said the workgroup is focusing on what can be done to identify systemic barriers that might be causing some of the spending to not take place, and how the monitoring can help agencies to find ways to more properly, appropriately, and fully expend the federal vocational rehabilitation grant. He said the pandemic has been a major problem along with the decreasing workforce participation rate. He said New Mexico had one of the lowest workforce participation rates. He said part of that was people with disabilities not electing to work. He said vocational rehabilitation is certainly a part of improving workforce participation and helping to build the economy. Mr. Trapp said the Commission has seen spending increase as the agency has come out of the pandemic and been able to serve more people and hire more employees.

Mr. Trapp said the Commission had its LFC Hearing on October 18, and he thanked Dr. Reidy for attending the hearing. Mr. Trapp said one of the issues is the agency’s fund balance, and he explained to the LFC why the Commission has a fund balance. He said the fund balance is largely due to the receipt of program income, which is revenue that is generated by the vocational rehabilitation program. He said when consumers go off of benefits, the agency receives a reimbursement from the Social Security Administration for a portion of the estimated savings to the Social Security trust fund. He said the Commission has been very successful and has received more program income than anticipated. He said it is really bucking a national trend, which is to see less programming income, and more has been seen here in New Mexico.

Mr. Trapp said the Commission will have its House Appropriations and Finance Committee Hearing sometime in January or possibly early February.

Mr. Trapp said the Commission had its audit exit on November 1. He said Mr. Schreiber was not able to attend, but Ms. Lansing was able to be present. He said the audit is confidential until it is released publicly, which will likely happen sometime around the end of January or early February.

Mr. Trapp thanked Mre. Moerke for a great job they did as acting director of the Orientation Center. Mr. Trapp reported that the Commission has hired Jamie Sibson as the new Orientation Center director. He said Ms. Sibson is from Texas and is a deputy director at the Chris Cole Center. He said Ms. Sibson will be starting with the Commission on November 28. He said he will go to Alamogordo to welcome Ms. Sibson that afternoon.

Ms. Burma commented on the decrease in VR spending, and Mr. Trapp said Congress is looking at the issue and questioning why all of the vocational rehabilitation funds are not being spent. He said the pre-employment transition services mandate is a major factor in the inability to spend all of the federal revenues. He said the monitoring itself has created an environment in which agencies are afraid to spend for fear of violating a federal spending rule.

The Independent Living and Vocational Rehabilitation report by Jim Salas was moved up in the agenda, awaiting the arrival of Mr. Romero to the meeting.

Independent Living and Vocational Rehabilitation, Jim Salas

Mr. Salas congratulated Commissioner Lansing for being elected as Chairperson. He told Mr. Schreiber that the feelings for him are bigger than admiration, respect, and honor; it is more appropriate to say, “we love you, Art Schreiber”.

Mr. Salas said he has been working to fill vacant positions, saying the counselor position in Roswell is vacant, two assistive technology positions are vacant, and to blindness skills instructor positions are vacant.

Mr. Salas said Linda Mascarenas is retiring at the end of November, after working with the Commission for 23 years. He said John McNabb is retiring at the end of December, after working with the Commission for 17 years. Mr. Salas thanked both Ms. Mascarenas and Mr. McNabb for their many years of service as blindness skills instructors with the Commission for the Blind.

Mr. Salas said he has been working on the RSA 704 and 7OB reports. He said that a part of the 704 report is a customer satisfaction survey of independent living and Older Blind consumers.

Mr. Salas reported on employment numbers for FFY22, saying the Commission has placed 18 consumers in integrated settings, placed two consumers in self-employment, for a total of 20 consumers placed in employment. He said the average wage was $24.24 per hour.

Mr. Salas also reported on SFY22 employment, saying six consumers were placed in integrated settings, one consumer was placed in self-employment, for a total of seven consumers placed in employment. He said the average wage was $22.51 per hour. Mr. Salas said 31 consumers were in employment status.

b. Administration and Finance, Kevin Romero

Mr. Romero said for current fiscal year FY23, the Commission has expended $5,379,959. He said there are encumbrances totaling $756,059, leaving a remaining balance of $10,671,682 or 64.5 percent. He said this is a 50 percent year, and he projects the Commission will meet the 50 percent requirement. He said to be in compliance with the 50 percent rule, the Commission cannot spend more than $8,450,000.

Mr. Romero said the Commission has 21 vacant positions, 10 of which are EXOT and 11 of which are classified. He said this gives the Commission an overall vacancy rate of 23.2 percent. He said the classified vacancy rate is 17.3 percent. Mr. Romero said the Commission is recruiting for 11 positions, six of which are in the process of being advertised on the SPO website. He said when all 11 positions are filled, he is projecting to have an overall vacancy rate of 11 percent, which includes EXOT and classified positions.

Mr. Romero said the Commission had its exit conference for the FY22 audit on November 21. He said the audit was submitted in a timely manner and is currently in the review process by DFA and the Office of the State Auditor. He said the Commission will submit a 10-day waiver so the Commission audit can be released as soon as it is finalized. He said the Commission is hoping to have the audit released before the House Appropriations and Finance Committee hearing. He said the Commission is on track and everything looks good. He said this is the third year that the Commission has prepared its own financial statements. He said Janelle Gonzales does an outstanding job, and her numbers are accurate, very transparent, and easy to track.

Mr. Romero said the Commission’s Capital Outlay hearing was on October 13. He said the Commission submitted a four-year request of $835,257. He said $300,705 is for FY24. He said the Committee inquired about the apartments, and he told them the apartments were nearing completion and that the Commission is appreciative of the funding that was appropriated to.

Mr. Romero said the Commission had its LFC hearing for its FY24 appropriation request on October 18, and he believes it went well. He said Executive Director Trapp answered all the questions quite well and he believed the Committee was happy with his responses. He said the Executive and Legislative recommendations will likely come out the beginning of January. He said the Commission is currently working with its DFA analyst to make an adjustment in the Bar Language to allow the Commission to access a greater portion of the fund balance to assist consumers to get necessary equipment and to fill or create needed positions.

c. Independent Living and Vocational Rehabilitation, Jim Salas

The Independent Living and Vocational Rehabilitation report by Jim Salas was moved up in the agenda, awaiting the arrival of Mr. Romero to the meeting.

d. Orientation Center, Jedi Moerke

Mre. Moerke congratulated Chairperson Lansing and thanked Mr. Schreiber for his amazing tenure with the Commission and his encouragement over the years.

Mre. Moerke said the Orientation Center had a Thanksgiving event yesterday that included meal planning, preparation, and cooking.

Mre. Moerke said the Orientation Center has had two students tour the Center this week, both of whom are eager to come back to the training center. They said these students will bring the in-person student count up to six. They said there are two more tours scheduled before the end of the year.

Mre. Moerke said the Orientation Center is preparing for the Commission on the Accreditation of Rehabilitation Facilities (CARF) survey, and the National Blindness Professionals Certification Board (NBPCB) site visit. They said the Center will be having both of those in the March-April timeline. They said some employees are about to get NCUEB certified, and they thanked Mr. Trapp and Ms. Burma for their work with NBPCB.

e. Skills Center, Kelly Burma

Ms. Burma thanked Mr. Schreiber for his many years as Commission Chairman, and congratulated Chairperson Lansing on her new position.

Ms. Burma said the Skills Center is providing in-person and virtual services to five individuals who are eligible to receive Pre-ETS services in the areas of assistive technology, home management, and Braille instruction. She said the Skills Center is also providing instruction to two individuals who are not eligible for Pre-ETS services.

Ms. Burma said the Skills Center will be holding NCUEB exams on December 10. She said that in the coming year the Skills Center will sponsor a seminar provided by Dr. Casey West Robertson of the NBPCB, covering the Unified English Braille Code and preparation for the NCUEB exam. She said that Dr. West Robertson will also provide two breakout sessions at the New Mexico Association of Education and Rehabilitation of the Blind and Visually Impaired Conference on February 3. She said the Commission will be offering the NCUEB exam in March, hoping that individuals will feel more ready after the seminar.

Ms. Burma said the Technology for Children program provided devices to 14 students in SFY22.

A break was taken from 10:24 AM, returning to the meeting at 10:39 AM.

9. Unfinished Business

a. Report on Apartment Construction at the Orientation Center, Lucy Mallahan

Ms. Mallahan told Mr. Schreiber that he is an incredible individual and quite the character, and it has been a privilege to know and work with him.

Ms. Mallahan said the apartments are very close to being finished. She said the oven and ranges need to be installed before a temporary occupancy certificate can be issued. She said she has a meeting tomorrow and a walk-through on Friday. She said the Center will only receive a temporary occupancy certificate because of the fire alarm panel and the smoke detectors that were installed on a temporary basis. She said the new estimated arrival date for those items is the end of November. She said the cameras for the security system have been on order for many months but have also not come in.

Ms. Mallahan told Mr. Schreiber that his job as Chairman is not over until he goes to Alamogordo to see the apartments. Mr. Schreiber agreed and said he looks forward to going down for the ribbon cutting.

10. New Business

a. Report on Submission of the Combined State Plan, Process and Timelines, Greg Trapp, Jim Salas, and Kelly Burma

Mr. Trapp said this was an item we covered in some detail at the last meeting, he thought he would have more information on it for this meeting, but the partners meeting had been cancelled the last couple of months.

He said the State Plan is a lengthy process, which will include public meetings which will likely take place in the spring or early summer. He said he believes the State Plan will be due to work for solutions around the first of October, going to the Board sometime in December 2023 and then taking effect in March 2024. He said the Commission will be looking at the goals and priorities.

b. Approval of Commission Annual report, Greg Trapp

Mr. Trapp said the Commission is required to submit an Annual Report. He said the Annual Report is submitted under both Federal and State Law. He said the agency submits a combined Annual Report with the Commission’s State Rehabilitation Council. He said the Commission has a standard template that has been used for many years that is updated annually with new employment number and any significant trends that have happened in the last year. He said the prior Annual Report is for the period that ended on September 30 of last year. He said the Commission had just come out of being locked down due to the pandemic, and that the agency had some significant restrictions that were in place. He said it was very difficult to serve consumers, and that certainly impacted the Commission’s performance numbers. He said the Annual Report for FFY 22 will be for the period ending September 30 of this year, and he proposed to update it to include the new employment numbers that are now being compiled as well as the statistics related to the number of individuals that are being served by the Commission.

Mr. Trapp asked the Commission who should sign the cover letter in the Annual Report, and Chairperson Lansing suggested that Mr. Schreiber sign the letter since he was Chairman during that timeframe. The Commission agreed that Mr. Schreiber sign the letter and that it be dated with today’s date.

Mr. Trapp said he would like the Annual Report to include some additional narrative about pandemic developments, such as the impact on eye health, increases in the number of people with diabetes, possible strokes and complications cause by COVID itself.

Chairperson Lansing moved to approve the Annual Report authorizing the Commission to update with current numbers, to revise the narrative to reflect where the state is at in the pandemic, to add narrative text related to work on agreements that the Commission has executed, and the benefits of teleworking for consumers and other professionals. Dr. Reidy seconded the motion. A roll call vote was taken, and the Annual Report as revised was approved unanimously, with Shirley “Urja” Lansing, Robert Reidy and Art Schreiber all voting yes.

c. Approval of Revision to Allowable Cost Policy and Procedure to Adopt Internal Controls Required by the Build America Buy America Act and to Make Other Technical Adjustments, Greg Trapp

Mr. Trapp said this will be the thirteenth revision of the Commission’s Allowable Cost Policy and Procedures. He said all of the revisions are due to the Commission’s need to comply with Federal fiscal regulations which are updated and revised on a regular basis. He said there is also monitoring that takes place in other states, and as a result of that monitoring the agency identifies areas in which the agency can improve its cost policies.

Mr. Trapp said the Build America, Buy America Act requires the agency to put in place internal controls that specify when the agency has to use products that are made in the United States, and the agency has to do that with certain infrastructure projects. He said this proposed policy brings the Commission into compliance with the Build America Buy America Act. He said BABAA applies to the Commission, but also anytime the agency places a vocational rehabilitation consumer in a setting where there might be some kind of infrastructure modifications being done as part of an IPE. He said it also covers the Randolph Sheppard Act Program. He said any spending that involves the Federal Vocational Rehabilitation Grant, as of October 1 of this year, if there is an infrastructure project, it has to include a procedure to make sure that it uses products that are purchased and made in America. He said there are certain waivers that are available if it would result in an unreasonable cost or if it would be contrary to the interest of the agency.

Mr. Trapp said John Kreienkamp had a recommendation and he asked Mr. Kreienkamp to go over his recommended change.

Mr. Kreienkamp said there is a sentence that begins with “The Commission may seek a waiver from the requirements of BABAA,” and he would like to add more clarity by saying “Notwithstanding the foregoing, the Commission may, consistent with Federal law, seek a waiver from the requirements of BABAA with respect to a particular infrastructure project.” He said it would clarify that the waiver provision is an exception to the general rule, and it would be on a project-to-project basis.

Mr. Trapp agreed that was a good suggestion and said he would make the change. Mr. Schreiber also agreed and thanked Mr. Kreienkamp.

Mr. Romero said he did not have any additional comments, but he does agree that the language is required. He said the agency is making every effort to be in compliance with all statutory laws and regulations.

Mr. Trapp said he was recently at the conference of the Council of State Administrators of Vocational Rehabilitation and the National Council of State Agencies for the Blind, and David Steele, the chief fiscal officer for the Rehabilitation Services Administration, really emphasized the importance of having this item in agency policies.

Mr. Romero said there is a typographical issue that can easily be adjusted, the last sentence on page 12, the “o” after the comma is capitalized and needs to be corrected.

Mr. Trapp said the Commission is also proposing to update the Stevens amendment language to reflect the FFY23 funding amounts and State match. He said the Commission is proposing to reformat the internal control section to make it better align with the formatting of the document. He said there will just be renumbering and reformatting. He also asked permission to correct any additional formatting or typographical errors.

Dr. Reidy moved to approve the Allowable Cost Policy and Procedure as proposed, and Chairperson Lansing seconded the motion. A roll call vote was taken, and the Allowable Cost Policy and Procedure as revised was approved unanimously, with Ms. Lansing, Dr. Reidy, and Mr. Schreiber all voting yes.

11. Commission Open Discussion

Mr. Romero said it has been an honor, a privilege, and a great opportunity to work with Mr. Schreiber and he does consider him a good friend.

Mr. Trapp said Mr. Schreiber will continue to support the Commission. He said the Commission has been the proverbial shining city on a hill, and that it is a model for blind people across the country. Mr. Trapp said Mr. Schreiber was the first Commission Chair in 1986.

Mr. Kreienkamp expressed his gratitude and appreciation to Mr. Schreiber on behalf of his office and himself personally. He said he greatly values Mr. Schreiber for his leadership and service to the State of New Mexico. Mr. Kreienkamp said he has always looked up to Mr. Schreiber and thought of him as the ideal of what a public official should be, what a true Commission Chair should be. He said he will miss working with Mr. Schreiber and thanked him.

12. Comments from the Audience

Ms. Savage thanked Mr. Schreiber for everything he has done for the Commission. She said she has known of Mr. Schreiber for many years, but has only known him personally for under a year and she feels the love that everyone else is talking about. Ms. Savage also congratulated Chairperson Lansing and said she looks forward to working with her in the future.

Ms. Mitchell extended her appreciation and congratulations to Mr. Schreiber for steering the Commission for so many years. She thanked him for his tireless contributions to the blind community of New Mexico and abroad.

Mr. Trapp said the agency is at a transitional point with the pandemic. He said the nation is still under a Federal National State of Emergency due to the high level of COVID transmission. He said New Mexico is under a State of Public Health Importance that includes significant numbers of a bad seasonal flu and also the children’s rhinovirus.

Mr. Trapp and Mr. Kreienkamp discussed whether to meet in-person or virtually for the next Commission meeting. Mr. Kreienkamp said it is up to the board. He said many boards have shifted to a hybrid model, and other appear virtually or telephonically. Mr. Trapp agreed with Mr. Kreienkamp on the appropriateness of either a hybrid or a virtual meeting in January, saying a final decision could be made in mid-December. Mr. Trapp said there are reasons to still take this virus seriously, including reports that people who have multiple COVID infections have a significantly increased risk of Long COVID or additional COVID complications, or organ damage.

13. Date and Location of Next Meeting

The next meeting will be either a hybrid or virtual meeting held in Albuquerque, depending on the pandemic, and will be held starting at 9:00 AM on February 8, 2023.

14. Executive Session Pursuant to Sections 10-15-1(H)(2) NMSA 1978, Executive Director Performance Evaluation

Ms. Lansing moved to move into Executive Session pursuant to section 10-15-1(H)(2) NMSA 1978 to discuss the Executive Director’s performance evaluation, and Dr. Reidy seconded the motion. A roll call vote was taken, and the motion to move into Executive Session was approved unanimously, with Ms. Lansing, Dr. Reidy, and Mr. Schreiber all voting yes.

The Commission moved to the executive session at 11:26 AM and returned to public session at 11:45 AM. Mr. Trapp said the only items discussed during the executive session were those that were the subject of the motion to move into executive session.

15. Approval of Executive Director Performance Evaluation

Ms. Lansing moved to approve the performance evaluation and the completed evaluation form as discussed in executive session, and to recommend that the Executive Director receive an anniversary salary increase consistent with the staff raises outlined in upcoming House Bill 2 in the 2023 Legislative session. Dr. Reidy seconded the motion. A roll call vote was taken, and the Executive Director’s performance evaluation was approved unanimously, with Ms. Lansing, Dr. Reidy, and Mr. Schreiber all voting yes.

Mr. Trapp thanked the Commission for their support and said that it was a pleasure working with them.

Mr. Kreienkamp said he would send the form to Mr. Schreiber for approval to attach an electric signature.

16. Adjourn

The meeting was adjourned at 11:53 AM.

Approved and Electronically Signed this 8th Day of February 2023

Shirley “Urja” Lansing, Chairperson

New Mexico Commission for the Blind