New Mexico Commission for the Blind

MINUTES (Draft)

Regular Meeting

April 25, 2023 - 9:00 AM

Commission for the Blind

2200 Yale Blvd SE

Albuquerque, NM 87106

1. Call to Order

Chairperson Lansing called the meeting to order at 9:07 AM.

Chairperson Lansing said Art Schreiber has retired from the Board and acknowledged the tremendous impact that he has had over the years helping to create the Commission, serving as Director of the Commission, and serving on the Commission Board. She said she believes his service has had a ripple effect to the blind throughout the country. She said the Governor has appointed Katherine Chavez to the Commission, and she welcomed Ms. Chavez to the Board.

2. Roll Call

Chairperson Lansing took the roll. Present were Urja Lansing, Katharine Chavez by Zoom, and Robert Reidy by Zoom.

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; Kevin Romero, Deputy Director for Finance and Administration; Jamie Sibson, Director of the Orientation Center; Audrey Trujillo, Information Technology Manager; and Lucy Mallahan, Special Projects Manager.

4. Approval of Possible Changes to the Agenda Order and Tabling of Agenda Items

Mr. Trapp requested that New Business items a, b and d be moved up on the agenda, immediately following the Administration and Finance Report by Kevin Romero.

Dr. Reidy motioned to approve the agenda as revised, and Ms. Chavez seconded the motion. A roll call vote was taken, and the minutes were approved with Dr. Reidy, Ms. Chavez and Chairperson Lansing all voting yes.

5. Approval of Minutes for the Meeting of February 24, 2023

Approval of Minutes for the Meeting of February 24, 2023.

Dr. Reidy motioned to approve the minutes of February 24, correcting meeting dates. Ms. Chavez seconded the motion. A roll call vote was taken, and the minutes as revised were approved with Dr. Reidy, Ms. Chavez and Chairperson Lansing all voting yes.

6. Chair Report, Shirley “Urja” Lansing

Chairperson Lansing said she was grateful to meet in-person today at the Skill Center and also grateful that those who are not able to attend in-person are attending remotely through the Meeting Owl.

Chairperson Lansing said she attended the State Rehabilitation Council meeting in Alamogordo on April 5 and 6. She said after the meeting there was a ribbon cutting ceremony for the new apartment complex at the Orientation Center.

7. Director's Report, Greg Trapp

a. Major Trends and Developments, Greg Trapp

Mr. Trapp said it is great to be meeting in-person. Mr. Trapp said a Meeting Owl is being used for the meeting. He said the Meeting Owl is a high-tech camera and speaker combination that focuses on the person who is speaking. He said the Commission needs to be compliant with the Open Meetings Act, which requires that people who are participating remotely be able to hear those who are participating in-person, and that those who are in-person be able to hear those who are participating remotely. He said there is now an expectation that agencies that are covered by the Open Meetings Act will enable members of the public to participate remotely. He said it is still a requirement of the OMA that it be difficult or impossible for actual members to attend a meeting in person. He said this helps the agency to be more accountable, more transparent, and more available to the public.

Mr. Trapp said a total of eight Commission employees attended the meetings of the National Coalition of State Rehabilitation Councils, the Council of State Administrators of Vocational Rehabilitation, and the National Council of State Agencies for the Blind. He said the Commission also sponsored a State Rehabilitation Council member to attend. Mr. Trapp said CSAVR had an emphasis on fiscal matters, and NCSAB focused on the Randolph-Sheppard Act. He said he thought it was especially important that Kevin Romero and Janelle Gonzales attend. He said Nebraska had 13 attending and Minnesota had 10. He said there were over 500 attendees at CSAVR. Mr. Trapp said he and Ms. Burma spoke at the NCSRC meeting, saying Ms. Burma did a great job talking about how the Commission prepares its State Plan. Mr. Trapp said he was part of a panel at CSAVR on the relationship between the designated state agency and the designated state unit. He said he talked about managing relations, saying he likes to say it is better to be at the table than on the menu.

Mr. Salas said there were so many people attending CSAVR that there was an overflow room. Ms. Sibson thanked Mr. Trapp for allowing her to attend CSAVR and NCSAB, saying it was her first time attending and she learned a lot from the experience. Mr. Trapp said the fiscal training was very valuable, and it is critical that the Commission’s program and fiscal staff are understanding how finances and programs are inseparable.

Ms. Burma asked Mr. Trapp about appointments to the State Rehabilitation Council, and Mr. Trapp said Jim Babb and Peggy Hayes were recently reappointed to the SRC. He said Deborah Dominguez-Clark should be appointed today and a representative of the State Workforce Development Board will also be appointed. He said Paul Luttrell has also been appointed representing community rehabilitation programs.

b. Administration and Finance, Kevin Romero

Mr. Romero said for FY23, the Commission has so far expended $12,910,654 and has encumbrances totaling $632,367. He said the remaining balance is $3,264,679, or 19.4 percent of the total budget. He said the Commission is on track to expend all but approximately $600,000 of the appropriated budget. He said this will be the first year where the Commission is on track to expend at least at the same level than what it spent in FY19 when COVID hit. He said the Commission has returned to the levels of expenditures that were occurring before the public health orders were put in place. He said the Commission is in a good place to provide services and has appropriate funding. He said the increase in spending is because the Commission has increased services, but also because of inflationary costs.

Mr. Romero said as of today, the Commission has 17 vacant positions, with 10 of those Exempt/Other and seven Classified. He said this gives the agency an overall 18.7 percent vacancy rate. He said the Classified vacancy rate is 10.9 percent and the Exempt/Other vacancy rate is 37 percent. He said the Commission is actively recruiting to fill the seven Classified positions. He said the vacancy rate will drop to 11 percent when those positions are filled.

Mr. Romero said it was very helpful for himself and his finance manager to attend the CSAVR and NCSAB conferences, saying the presentations from RSA were very helpful. He said it was good to get clarification on a number of issues. He said he came back with better information and a better understanding about how to ensure the Commission maintains compliance and accurate reporting.

Mr. Romero said the Commission is working with Facilities Management to get an RFP released and obtain bids for the Santa Fe office lease, which expires in August of this year. He said the hopes are to have a building or a lease established prior to that deadline. He said the Roswell office lease also expires in August of this year, but since the square footage is less than 2,000 square feet, the Commission can move forward without an RFP as long as it receives two other quotes. He said the Commission has been working with Facilities Management to address the need for an appropriate space for the office in Las Cruces.

Dr. Reidy asked Mr. Romero if the Commission plans to stay in the same office in Santa Fe. Mr. Romero said the Commission’s intent is to stay at the current location, but the Commission must use an RFP. He said if the current landlord puts in a bid and the bid is evaluated with all the other bids and they come out as the selective entity then yes, the Commission would remain at the same location. He said if another entity provides a better or more preferable bid, then in that situation the Commission would move.

Dr. Reidy asked how long a lease period is. Mr. Romero said a lease is up to 20 years. He said the RFP is for one 10-year lease and two five-year options to renew.

Mr. Salas said the Commission has been in the same Las Cruces building for about 20 years. He said the agency found a new office space that is in a better location and also ideal because of the other tenants. He said the property managers are also on-site. Mr. Trapp said the new building has tenants that include workforce partners. He said it would enable the office to essentially be co-located with the one-stop partners in the workforce system, such as DVR and Workforce Solutions.

9. New Business

This item was moved up on the agenda.

a. Update on Rehabilitation Services Administration Annual Review and Pre-ETS Finding, Greg Trapp, Kevin Romero, and Jim Salas

Mr. Trapp said this topic was discussed at the NCSAB and CSAVR conferences during fiscal presentations made by David Steele. He said information was provided about Pre-ETS annual review findings. He said RSA is issuing annual review findings for states that are not meeting the Pre-ETS reserve. He said RSA said that if the state is spending at least 14.7 percent of the 15 percent reserve, then the state will be deemed to be substantially in compliance. He said DVR revised its federal reports, bringing the state to 14.8 percent. Mr. Trapp said RSA announced they will be looking at states that are spending the full Pre-ETS reserve to make sure these states are not spending the Pre-ETS money in ways that are not allowable. He said it is difficult for Vlind agencies to meet the reserve requirement because of the relatively small number of students who are blind. He said New Mexico probably has the highest Pre-ETS burden in the country because of the way in which the federal vocational rehabilitation grants amounts are calculated and because of the apportionment of the VR grant in New Mexico. He said the Commission gets 18.5 percent of the state’s vocational rehabilitation award, and that the percentage is on the high side of average for Blind agencies.

Mr. Trapp said RSA announced that states that do not meet the Pre-ETS reserve may be penalized, and any state that spends less than 14.7 percent on Pre-ETS will have to submit a corrective action plan. He said if the 14.7 threshold is not met within the subsequent year, then RSA may issue sanctions. He said the Commission will be able to spend the Pre-ETS reserve during the two year period of performance. He said the Commission is looking at ways to spend more of the Pre-ETS reserve, even if it is less than ideal.

Mr. Romero said RSA emphasized that the Pre-ETS reserve is a statewide obligation. He said the Commission communicates with DVR as to their Pre-ETS spending levels. He said the state is evaluated at the end of the period of performance as to whether the state as a whole met the reserve. He said he does not believe the Commission can by itself spend the entire 15 percent reserve every year.

b. Approval of State Fiscal Year 2024 Operating Budget, Kevin Romero

Mr. Romero said the Commission has been appropriated a flat budget of $16,807,700, of which $6,254,700 was for personnel services and benefits; $136,500 for contractual services; $10,309,400 for other costs; and $107,100 for transfers between the Commission and the Division of Vocational Rehabilitation. He said there was an appropriation for the compensation increase of 6 percent in FY24. He said this was for employees who had met their probationary period during FY24. He said the compensation was broken down with a 5 percent base compensation increase and a 1 percent compensation increase to address premium rate increases. He said there was an increase in the 200 category of personnel services and employee benefits of $289,000 for the base compensation increase and $49,700 for the 1 percent. He said the Commission does not get general funds for the whole amount. He said out of the $299,000, general fund is provided in the amount of $82,100, which means $206,900 has to be obtained from other sources, such as Federal funds, other state funds, enterprise funds, or fund balance. He said out of the $49,700, $15,000 will be provided in general fund, and $34,700 has to come from other sources. He said the increase is $330,700 increased to personnel service using employee benefits. Therefore, the FY 24 operating budget is as follows: $6,593,400 for personnel services and employee benefits, contractual services stay the same at $136,500, other costs stay the same at $10,309,400, and other financing stays the same at $107,100, total budget is $17,146,400. He said the Commission’s 91 FTE count is no longer tied to the Commission’s appropriations, so the Commission has some flexibility in the area. He said in regard to the funding for this budget, it is broken down as follows: General fund is $2,552,000, and transfers from the Division of Vocational Rehabilitation is $261,000. He said the Commission expects to collect revenues during FY24 of $6,190,900, the vast majority of revenues come through the BEP program. He said the fund balance for FY24 is budgeted at $150,000. He said the Commission has requested and received an additional $400,000 that can be accessed through fund balance through budget adjustments. He said he believes the Commission for FY24 has established a very solid foundation in which it can provide services to its consumers. He said based on these numbers, the vacancy rate that is calculated for FY24 is 11.85 percent. He said not many agencies have sufficient budget appropriated to meet their needs, to ensure operations, and to allow the agency to hire and fill vacant positions.

Chairperson Lansing thanked Mr. Romero and his staff. Chairperson Lansing asked if there was a motion and second for the SFY24 operating budget. Dr. Reidy motioned to approve the Operating Budget for FY24 with any technical adjustments that may be needed, and Ms. Chavez seconded the motion. A roll call vote was taken, and the Operating Budget for FY24 was approved with Dr. Reidy, Ms. Chavez and Chairperson Lansing all voting yes.

d. Report of Property Disposition Committee, Kevin Romero

Mr. Romero reported on the property disposition committee, saying the property disposition request that was discussed at the February meeting was submitted to the Office of the State Auditor and the 30 days has now elapsed. The documentation to the Office of the State Auditor will be attached to these minutes. He described additional property from the Orientation Center, closed Las Vegas office, and IT equipment that is ready to be reviewed by the committee.

c. Independent Living and Vocational Rehabilitation, Jim Salas

Mr. Salas reported on filling vacancies, saying Anahi Nunez was hired as a Blindness Skills Instructor in Albuquerque and Gerrard McGill was hired as a Blindness Skills Instructor in Santa Fe. He said all of the VR Counselor, Technology Specialist, and Blindness Skills Instructor positions are filled. He said there is one vacant Business Consultant position in the Business Enterprise Program. He said Sinai Ramirez was hired as the Independent Living Program Secretary. He said Marsha Lujan left the Vocational Rehabilitation Program, and that she will be missed. He said the Commission is recruiting for a Secretary position in Santa Fe.

Mr. Salas said the Commission is working on revising the Business Enterprise Program Manual.

Mr. Salas said there are five students who are interested in going to the Orientation Center STEP program in Alamogordo. He said there are 18 STEP students in community placement, 13 identified for the hybrid program, and one for the statewide virtual program.

Mr. Salas said for the state fiscal year, there are 20 consumers placed in employment, with 19 consumers in competitive integrated settings and one in self-employment. He said the average consumer wage was $20.91 per hour. He said for the federal fiscal year, there are 13 consumers in competitive integrated settings, with none in self-employment. He said the average wage was $20.05 per hour. He said there are 24 consumers in employment status, which means these consumers have a stable closure date, and another 15 consumers that are service E, which means these consumers are employed but do not have a stable date. He said this gives a total of 39 consumers who are in employment status. He said that is really a great number, especially coming out of COVID. He extended thanks to Ms. Mitchell and her counselors for helping consumers to secure these great opportunities.

Dr. Reidy said that he is very impressed with the results with respect to the employment of the consumers.

d. Orientation Center, Jamie Sibson

Ms. Sibson congratulated Commissioner Chavez for her appointment to the Commission, and Ms. Chavez said thank you.

Ms. Sibson said the Orientation Center is currently serving six students, one of those students will be completing her training at the end of May. She said three tours have been given within the past month, and another one coming up in May. She said she anticipates that one of those individuals will be starting training in the next couple of weeks, with the others looking at starting training when the adult program starts back in August, after the STEP program is finished. She said that there are two staff members currently in the training program and doing extremely well.

Ms. Sibson said that the student Wi-Fi is up and running. She said the cameras are continuously being installed around the campus and the electronic key fobs are in and the ones to the apartments are now working.

Ms. Sibson said at the beginning of April the Orientation Center completed a survey from the Commission on Accreditation of Rehabilitation Facilities, or CARF. She said it was a very interesting process and the staff did a great job. She said CARF was very impressed with the outcome.

Ms. Sibson said there are five students confirmed to attend the STEP program at the Orientation Center in Alamogordo. She said the staff is currently beginning to communicate with those students and also beginning to meet with employers to set-up sites for the incoming STEP students. She said the staff is creating a schedule to include training, work time and community activities. She said she is working with Ms. Burma to partner in doing some seminars together, as well as an advanced Braille class.

Dr. Reidy asked Ms. Sibson how many students will enroll in the Braille class? Ms. Sibson said that all of the students will be taking a Braille class, but as of now only one of those students will be in the advanced Braille class.

Chairperson Lansing asked Ms. Sibson what the advanced Braille class involves, and Ms. Sibson said she and Ms. Burma are currently working on the class. She said they will assign articles that students will read and summarize. She said there will be discussions on the summaries, hoping to incorporate some writing pieces as well. She said the idea is to do different activities around helping the students continue to build proficiency and accuracy with Braille.

Ms. Katharine Chavez commented on her Orientation Center visit, saying it was beautiful, very welcoming and inviting, and the apartments are gorgeous. She said congratulations and thanked Ms. Sibson and Ms. Mallahan for what they are doing at the Orientation Center and said she cannot wait to hear all of the success stories.

e. Skills Center, Kelly Burma

Ms. Burma said there are six students who are being served as Pre-ETS students and one adult who is being served with Braille, assistive technology and personal management.

Ms. Burma said the Commission will soon be finalizing a job description and starting the recruiting process for a classified staff member who will work in the Skill Center.

Ms. Burma said she has served one or two students in the Technology for Children Program since the last board meeting.

Ms. Burma said the Commission is working to close out the NCUEB activities with exams in May and June. She said once the new fiscal year starts new contracts will be put in place so that those activities may continue, including holding another seminar.

Dr. Reidy commented that the flexibility is outstanding, offering training at the Skills Center, at home and even virtually.

Ms. Burma said that Creating Options is continuing to meet at the Skills Center. She said using the Meeting Owl and other available virtual technology provides people with options for attendance and allows our staff to provide some great seminar services and activities statewide.

Mr. Trapp concluded the Director’s report by describing recent construction at the Albuquerque office. He said that the men’s room by the lobby had been turned into a family restroom to make the office more welcoming and inclusive. He said some old drainpipes had also been replaced, and Mr. Salas said the work was done over a weekend to avoid disruption to agency business.

8. Unfinished Business

a. Report on Orientation Center Apartments, Jamie Sibson and Lucy Mallahan

Ms. Mallahan said the Orientation center apartments were complete, and that a ribbon cutting ceremony was held on April 6. She said many State Rehabilitation Council members were present, as were Chairperson Lansing and Commissioner Schreiber. She said that Mayor Susan Payne was also at the ceremony. She said a walk-through will be done in January of 2024 to identify any issues with the building. Ms. Mallahan complemented the Facilities Management Division and their project manager, and thanked them for their support. Ms. Mallahan also described other improvements that were completed at the Orientation Center, including gravel, mailboxes, blinds, and Wi-Fi. She said the Wi-Fi has gone from 4 access points to 19 access points. She said there has been a delay in the cardlock system due to chip shortages, and she said security cameras have been installed around the campus. She said there is a box with building keys for emergency responders. She said canopies are to be installed in July in the patio, and landscaping that will tie the whole campus together. She said she appreciated Greg cutting the ribbon at the opening ceremony, and that it has been a privilege to work on the project. She also thanked Jamie Sibson for her support.

Mr. Trapp thanked Ms. Mallahan for her work on the project, and for all of her work over the years. He said the apartment complex has been a real labor of love for all involved. He said that the Commission can be proud knowing that the apartments will be serving consumers long after all who are now at the Commission are gone. He said it will be a legacy for the Commission and all associated with the project.

Ms. Sibson said the Center has a wonderful opportunity to provider greater opportunities for students. She said the apartments are furnished and ready to go. Ms. Sibson thanked Ms. Mallahan and Mr. Trapp for their support.

Mr. Salas asked about the elevation of the Apartments, and Ms. Sibson said it was because the apartment lot was in a floodplain, and that the building had to be raised as a result. She said the apartments are now higher than surrounding buildings.

Ms. Lansing asked when the apartments would be used, and Ms. Sibson said one student was currently being considered for the apartments. She said she is working on criteria to determine when a student is ready for the apartments.

Dr. Reidy offered his congratulations for all involved, saying he was not able to make the opening because he was out of town.

Ms. Lansing said Adelmo Vigil was at the ribbon cutting, and that he said the apartment facility had been a 30-year dream.

b. Report on Orientation Center Accreditation by Commission on Accreditation of Rehabilitation Facilities (CARF), Jamie Sibson and Lucy Mallahan

Ms. Sibson said the Orientation Center had its CARF survey on April 3 and 4. She said CARF reviews documents, taking a look at health and safety and emergency procedures, making sure all is up to date. She said that they did interviews with staff and students, and stakeholders. She said the accreditation is three years. She said the debrief included just a couple of suggestions. She said the CARF report will be completed in about 6 to 8 weeks. She said CARF reviews on about 1,100 items, and having only a couple of recommendations is really good. She said the Center is well on its way to being reaccredited.

Mr. Trapp emphasized the point that CARF has over a thousand survey items, and that having only a few recommendations is a good showing. He said it shows that the Center has best practices in place, and is complying with applicable standards.

Ms. Mallahan said the Orientation Center was first accredited in 2009. She said the initial accreditation was a one-year provisional accreditation, and that ever since the Center has been reaccredited for three years, which is the highest accreditation that CARF offers. She said the survey was delayed a year by the pandemic.

Ms. Sibson mentioned the National Blindness Professional Certification Board, saying that the NBPCB certification was coming up, and that she was reviewing materials and completing the NBPCB questionnaire in preparation of the certification.

c. Discussion of Changes to the Manual of Operating Procedures, Jim Salas and Daphne Mitchell

Mr. Salas reported on changes to the Manual of operating Procedures, saying a public meeting was held and the draft changes were reviewed during that meeting and the draft was modified based on the public’s input. Mr. Salas reviewed the items in the MOP that were modified.

9. New Business

a. Update on Rehabilitation Services Administration Annual Review and Pre-ETS Finding, Greg Trapp, Kevin Romero, and Jim Salas,

This item was taken earlier.

b. Approval of State Fiscal Year 2024 Operating Budget, Kevin Romero

This item was taken earlier.

c. Approval of State Fiscal Year 24 Travel Recommendations, Greg Trapp

Mr. Trapp reported on requested travel, saying he proposed To send himself as Director, two counselors, and up to three Orientation Center employees to the National Federation of the Blind convention in Houston. He said he also proposed to send six persons to the NCSRC, CSAVR, and NCSAB fall and spring conferences. Mr. Trapp said he also proposed to send staff to the Older Blind conference, the Randolph Sheppard BLAST training, two employees to the AWARE training, and Orientation Center staff for training at other training centers. Mr. Trapp lastly asked that he be given authority to use his own discretion for travel to other trainings and conferences.

Dr. Reidy motioned to approve the proposed travel, giving to Mr. Trapp the authority to use his discretion to add additional travel as appropriate. Ms. Chavez seconded the motion. A roll call vote was taken, and the motion was approved with Dr. Reidy, Ms. Chavez and Chairperson Lansing all voting yes.

d. Report of Property Disposition Committee, Kevin Romero

This item was taken earlier.

e. Approval of Revision to Allowable Cost Policy and Procedure to Include Rate Setting Methods for Purchasing of VR Services and Systems and Other Technical Updates, Greg Trapp and Kevin Romero

Mr. Trapp reported on proposed changes to the Allowable Cost Policy and Procedure. He said under Section V. Agency Purchases, Contracts, and Procurements, the agency is proposing to begin paragraph A with, “The Commission is required by 34 CFR § 361.50 (c) to establish and maintain written policies, procedures, and internal controls governing rate methodologies for all purchased vocational rehabilitation services.” Mr. Trapp said the agency is also proposing some minor wording changes to paragraph A to make it read better.

Mr. Trapp said the agency is proposing to add paragraph J to Section V as follows:

J. Commission contracts shall also include language addressing Specially Designated Nationals and Blocked Persons, affirming that the contractor and contractor's employees and agents are not included on the list titled "Specially Designated Nationals and Blocked Persons" maintained by the Office of Foreign Assets Control of the United States Department of the Treasury and currently found at: <https://home.treasury.gov/policy-issues/financial-sanctions/specially-designated-nationals-and-blocked-persons-list-sdn-human-readable-lists>”

Mr. Trapp said the agency is proposing to add proposed paragraph L to Section V as follows:

L. The Commission shall follow state procurement rules and regulations in the purchasing of goods and services. The Commission *may procure services, construction or items of tangible personal property having a value not exceeding $20,000   based upon the “best obtainable price,”* NMSA 13-1-125(C)*. For procurements of $20,000 or less, the Commission shall obtain two quotes or one quote with a memo sent to DFA explaining how the agency followed best obtainable price,* ***NMAC 1.4.1.50 and*** *MAPs FIN 4.3.2. For general services or tangible goods between $20,000 and $60,000, three formal quotes are required,* ***NMSA 13-1-125(A), NMAC 1.4.1.51,  and MAPs FIN 4.3.7****. For purchases exceeding $60,000, the Commission shall follow the formal request for proposal process using competitive sealed proposals,* ***NMSA 13-1-103, NMAC 1.4.1.29,*** *and* ***MAPs FIN 4.10.***

Mr. Trapp said The Commission obtained input on rates paid for vocational rehabilitation services and systems from the Commission’s State Rehabilitation Council on January 26, 2023, and again on April 5, 2023. The Commission also solicited public input on rates for vocational rehabilitation services and systems in a series of three public meetings held on February 8, 2023. Based on that input, the Commission identified the following factors to be considered when setting rates for purchases:

1. Compliance with federal rules, regulations, or guidance, including the requirement to reserve and spend at least 15 percent on the provision of Pre-Employment Transition Services;
2. Compliance with the state Procurement Code;
3. State per diem and mileage rules;
4. Prevailing wages;

5. Accessibility of services or systems;

6. Agency requirements and the need to minimize disruption to services or agency

operations;

7. The availability of services or providers in rural or remote areas;

8. Increased costs associated with areas of the state that have higher costs of living.

There was additional discussion of rate setting, and Sole source providers was added as another factor for consideration.

Dr. Reidy motioned to approve the Allowable Cost Policy and Procedure, giving to Mr. Trapp the authority to make the described changes and any needed additional minor technical updates. Ms. Chavez seconded the motion. A roll call vote was taken, and the motion was approved with Dr. Reidy, Ms. Chavez and Chairperson Lansing all voting yes.

10. Commission Open Discussion

There was no open discussion.

11. Comments from the Audience

There were no audience comments.

12. Date and Location of Next Meeting

The next meeting will be held on August 23, at 9:00 AM. It will be held in Albuquerque and will be a hybrid meeting.

13. Adjourn

Chairperson Lansing adjourned the meeting at 12:01 PM.

Approved and Electronically Signed this 23rd Day of August 2023

Shirley Lansing, Chairperson

New Mexico Commission for the Blind

Attachment: Officer of the State Auditor Notice

February 23, 2023

Mr. Jospeh M. Maestas, State Auditor

Office of the State Auditor

2540 Camino Edward Ortiz, Suite A

Santa Fe, NM 87507

State Auditor Maestas:

Pursuant to 13-6-1 (B) NMSA 1978, on February 22, 2023 the New Mexico Commission for the Blind property disposal committee reviewed and determined the

attached listing of tangible personal property has a current resale value of $5,000 or less, and that the tangible personal property is worn out, unusable

or obsolete and is no longer economical or safe for continued use. The committee’s finding is that the tangible personal property can be disposed and the

proposed disposition of the tangible personal property is by public auction through a third party auctioneer.

The findings have been duly sworn and subscribed under oath by each member of the committee present.

2/23/2023

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Signature - Laci Reynolds-Harmon

Laci Reynolds-Harmon Date

Accountant & Auditor-A

2/23/2023

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Signature - Janelle Gonzales

Janelle Gonzales Date

Finance Manager

2/23/2023

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Signature - Kevin Romero

Kevin C. Romero Date

Deputy Director for Finance and Administration

CFO/CPO