



# New Mexico State Personnel Board State Personnel Office

SUSANA MARTINEZ  
GOVERNOR

State Personnel Board  
Christine B. Romero, Chair

Justin Najaka  
Director

Nivia L. Thames  
Deputy Director

State Personnel Board Meeting  
State Personnel Office  
2600 Cerrillos Road  
Santa Fe, NM 87505  
September 20, 2016  
Special Meeting Minutes

Megan Muirhead Jerry Manzagol

## I. Procedural Items

### Call to Order

The meeting of the State Personnel Board (SPB) was called to order by Chair Romero at approximately 9:00 a.m. on September 20, 2016 at the State Personnel Office (SPO), Santa Fe, New Mexico.

Invocation David Berry

Pledge of Allegiance Michael McEuen

### Roll Call

Director Justin Najaka called roll and a quorum was established with the following members present:

Christine B. Romero, Chair  
Jerry Manzagol, Board Member  
Megan Muirhead, Board Member attended telephonically

### Approval of Agenda

Board Member Manzagol moved to approve the September 20, 2016 State Personnel Board Agenda; seconded by Board Member Muirhead. Motion carried.

### Approval of Minutes – August 24, 2016

Board Member Manzagol moved to approve the August 24, 2016 State Personnel Board meeting minutes; seconded by Board Member Muirhead. Motion carried.

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## II. Director's Report

Director Najaka did not provide a report.

## III. General Public Comment

Chris Staag, Vice President of the Taos Ski Valley Resort and Chair of the New Mexico Tourism Commission addressed the Board with respect to the Tourism Reduction in Force (RIF). He commended Secretary Latham and the Department for partnering with local communities where employees affected by the RIF reside and will provide assistance to employees looking for employment within their respective communities. Taos Ski Valley will be hiring 300 employees and if individuals impacted would like to relocate, Taos Ski Valley has expressed interest in hiring them.

## IV. Tourism Department Reduction in Force (RIF)

April Naranjo, Staff Manager, Shared Services Division, presented the Tourism's Department RIF Plan. Ms. Naranjo introduced: Rebecca Latham, Cabinet Secretary, Audrey Herrera-Castillo, ASD Director, Isabel Lopez, CFO, Aimee Barabe, Director of Marketing and Outreach Partnerships and Heather Briganti, Communications Director, staff from the Tourism Department.

This RIF Plan is being initiated as a result of budget constraints necessitating the elimination of nine (9) permanent classified positions. The Tourism Department conducted a thorough analysis of all agency programs and the analysis determined the proposed closure of specific Visitor Information Centers (VICs) will have the least amount of long term impact on constituents in New Mexico. The agency has been monitoring Visitor Centers for the last five (5) years and the following is what has been determined. Four of the eight Centers have visitor rates lower than 25,000 visitors per year compared to Centers in Glenrio and Manuelito that see greater than 215,000 visitors per year. For this reason, the decision was made to close the Anthony, Chama, La Bajada and Raton VICs. The Gallup/Manuelito, Lordsburg, Santa Fe and Glenrio VICs will remain open. The RIF Plan will eliminate the following filled positions - six (6) Customer Service-O's; one (1) Customer Service-A; and two (2) Customer Service Supervisors. Ms. Naranjo informed the Board that as of September 20, 2016, one of the Customer Service Supervisors has been hired at Miners Colfax Medical Center in Raton. In accordance with State Personnel Board Rule 1.7.10.9 NMAC Reduction in Force, the Tourism Department is requesting the Board's approval of the Department's Reduction in Force (RIF) Plan effective October 7, 2016. SPO staff will work with affected employees to foster interviews and ensure re-employment rights are adhered to.

Secretary Latham informed the Board that at the beginning of FY17, the Tourism Department had fifty-three (53) federally funded positions and eliminated seven (7) key vacant positions for a savings of \$344.0. Some Center employees are being crossed trained within other areas of the Tourism Department. Board Member Manzagol asked if the Visitor Centers could partner with other agencies to keep the Centers open. Secretary Latham stated some of Centers are owned by other entities; however, the centers being closed are state owned. Chair Romero asked if having the capability to offer virtual tours at the VIC's is a possibility.



Secretary Latham said many visitors prefer human contact when visiting the Centers. Chair Romero inquired about the number of years of service each affected employee has with the State. Secretary Latham said many of the employees affected by the RIF have ten (10) plus years with the State. Shared Services Bureau has been assisting the employees in finding positions with another State agency. The Tourism Department will authorize each affected employee administrative leave to attend doctor appointments, schedule interviews and look for employment. Ms. Naranjo said the employees have six (6) months of RIF rights beginning October 7, 2016 and ending April 7, 2017.

Chair Romero would like the agency to provide an update on the status of the employees affected by the RIF.

**Board Member Manzagol, reluctantly, moved to approve the Tourism Department RIF; reluctantly, seconded by Board Member Muirhead. Motion carried.**

**V. Other Business-Next Meeting Date: October 20, 2016**

**VI. Adjournment**

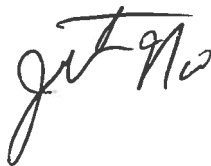
With no further business, **Board Member Manzagol moved to adjourn the State Personnel Board meeting at approximately 9:29 a.m.; seconded by Board Member Muirhead. Motion carried.**

**Approved by:**



**Christine B. Romero  
Chair  
State Personnel Board**

**Attest:**



**Justin Najaka  
Director**



