



New Mexico State Personnel Board

State Personnel Office

Michelle Lujan Grisham
Governor

State Personnel Board
Christine B. Romero, Chair
Laura A. Liswood, Vice Chair
Jerry Manzagol, Member

Ricky A. Serna
Acting Director

State Personnel Board Meeting

State Personnel Office

Electronic/Telephonic Meeting via ZOOM

Friday, January 22, 2021

MINUTES

I. Procedural Items

- Call to Order – Chair Romero wished everyone a Happy New Year and said we are moving forward in a positive light. Chair Romero called the meeting to order at 9:03 a.m.
- Pledge of Allegiance – Director Coleman led the pledge.
- Moment of Silence - Director Coleman called for a moment of silence in respect and mourning for all COVID-19 deaths and those who died on Jan 6, 2021.
- Roll Call - Director Coleman called roll; Chair Romero, member Manzagol, Vice Chair Liswood - all responded as present.
- Call for Public Comment - Chair Romero read from the script to establish ground rules. A zoom poll was taken as well as verbal poll conducted by Drew Lovelace for those not on video. Public comment closed with no requests.
- Protocol established for the electronic meeting by Chair Romero
- Approval of Agenda - Chair Romero moved to approve the meeting agenda member Manzagol second – roll call for adoption. Unanimously adopted.
- Approval of Minutes – December 11, 2020 – Chair Romero stated the minutes from the previous meeting were reviewed and moved they be accepted as written. Member Manzagol second – roll call for adoption. Unanimously adopted.
- 2021 State Personnel Board Election of Officers – Nominations were requested for Board chair. Vice Chair Liswood nominated Christine Romero; member Manzagol second. Poll taken. Unanimously voted to remain as chair. Vice Chair – Member Manzagol nominated Laura Liswood and Chair Romero second. Poll taken. Unanimously approved to remain Vice Chair.

II. General Public Comment - Chair Romero stated that no public comment was requested.

- III. Director's Report – Director Coleman gave the following report:
- Good morning, welcome and Happy New Year. Thank you, all for being here with us this morning.
 - This is now our 7th Zoom meeting. A continued thank you to Prakash Bhakta and Denise Forlizzi, for helping to orchestrate this electronic meeting. Special welcome back to Drew Lovelace who is helping to co-pilot today's meeting.
 - Our last meeting was December 11 as Chair Romero noted.
 - New Administration installed in Washington this week – we wish them the very best
 - We all continue to navigate the public health emergency brought on by COVID-19 and are grateful to the Governor, our colleagues in State government, and health care professionals around the state for their dedication.
 - We are all grateful to note that vaccinations have started.
 - VAULT has begun saliva testing of New Mexicans including State employees, which is covered through employee health insurance
 - In a continuing effort to help stop the spread of the virus, most State employees continue to telework.
 - State Personnel continues to work collaboratively and with flexibility with agencies on their hiring and personnel actions.
 - The last Administration and Congress ended without extending the Federal Families First Coronavirus Response Act so in concert with the Governor's office we acted to extend Paid COVID Leave and created a Paid FAMILY COVID Leave policy pursuant to gen mem 2020-004
 - As of January 1st, two (2) new Rule changes went into effect:
 - 240 hours carry over to be used by July 9, 2021
 - 2 personal leave days after 1 year of service for classified employees.
 - We are in the final stages of negotiating the final supplemental agreement with CWA and will also be doing so with AFSCME. Will come back to the board with 2 Collective Bargaining Agreements in the near future;
 - 2nd Quarterly Report in process. Thank You to Max Cordova and team for his efforts.
 - We held first HR Council of the year last week. Great to see over 150 members of our HR Community logged into Zoom
 - The 60-day Legislative Session started last week. We are at the ready to field Requests for Analysis from the LFC and to submit FIRs where appropriate
 - We extend a welcome to 2 new State Personnel employees –
 - Marisa Valdez comes to us from our local bank; we look forward to her continued growth going forward.
 - Welcome Back Maggie Samuels! Maggie is returning from DPS
 - Thank you to the Board, the State Personnel staff and the entire HR Community for their continued work and professionalism. Grateful for the SPO team especially as they help the HR community navigate patience and flexibility.

- Thank you members of the board. I stand for questions.
 - Member Manzagol asked about prospective board members. Director Coleman acknowledged his service and urgency and mentioned she has recently interviewed one candidate and has a list of others from the Governor's office and we will make it happen.
 - Vice Chair Liswood asked what issues were raised or content discussed during the HR council meeting. Director Coleman stated the information shared was about the 240-hour carry over and our updated policy for COVID-19 leave and the logistics of that; how to best administer the policy per the general memorandum. She said the first meeting of the year was about giving the community the news and fielding questions. Appreciate the community coming forward and being involved.
 - Chair Romero asked about family medical leave and COVID and asked her to elaborate on how HR managers are handling requests especially due to lack of day care. Families First last year provided leave if you could not telework or if day care/school was closed on account of COVID. Director Coleman clarified that leave is available to care for a son or daughter and are unable to telework for a variety of reasons. They are eligible for 20 hours per week and can supplement with work or personal leave days. We have come up with the process to see if we can accommodate those who are unable to do their work due to outside factors.
 - It appears likely that this Congress will revisit this Paid Family Leave and we will be ready to make adjustments accordingly.
- IV. 2021 State Personnel Board Open Meetings Resolution – Director Coleman asked the board to adopt the OMR for 2021. Vice Chair Liswood made the motion, member Manzagol second. Roll call taken and motion unanimously adopted.
- V. 2021 State Personnel Board Operating Procedures – Director Coleman asked the board to adopt the Operating Procedures for 2021 noting the only change was decrease of .01 in mileage allowance; motion to adopt made by member Manzagol, Vice Chair Liswood second. to adopt; roll call taken and motion unanimously adopted.
- VI. Out-of-Cycle Review and Approval of Safety Sensitive/Omnibus Designated Positions – Cynthia Anaya
Presented the review and introduced QA Data analytic specialist Valerie Montoya and Lisa Zold HR who were present. Read the NMCD board approval for removal of 1 Safety Sensitive designation; 2,299 designated Safety Sensitive positions remain. Motion to approve made by Member Manzagol; Vice Chair Liswood second. Roll call taken and unanimously adopted.
- VII. Executive Session - Chair Romero closed session with a motion to move into Executive Session. Member Manzagol second. Unanimously approved; board moved to exec session at 9:25 am. AAG Valerie Joe recused herself due to conflict of interest with one of the parties involved.
 - 01.08.2021 Appellant Otero's Motion to Modify the Board's Final Decision Ordering Reinstatement
 - 01.15.2021 NMOAG's Response in Opposition to Appellant Otero's Motion

VIII. Adjudication Litigation Update –

Janelle Haught presented the current case summary – In October, November and December, adjudication received nine (9) new appeals and 8 disposed of.
No questions from the board.

IX. Other Business - Christine Romero

Next Meeting Date: Friday, March 12, 2021 – Chair Romero asked if Legislature was still in session? We will be at the end of session by our next meeting. Motion to adjourn made by Vice Chair Liswood, Member Manzagol second. Meeting adjourned at 9:48 am.

Approved by:



Christine B. Romero, Chair
State Personnel Board

Attest:



Ricky A. Serna
Acting Director