

NMWWA Executive Board Meeting

June 13, 2025

Via Teams Online

The meeting of the NM Water & Wastewater Association was called to order on June 13, 2025 at 9:00 am. By President Craig Byers.

Roll was called and attending the meeting were: Craig Byers, Javier Gutierrez, Martin Lopez, Lyman Waller, Gene Salazar, Terry Mount, Cynthia Wampner, Victor Gonzales, Mike Lopez, Tanya Trujillo, Rose Martinez.

A motion was made by Lyman Waller to accept the minutes of the last Executive board meeting. Motion seconded by Gene Salazar; motion carried.

President's Report: Craig stated he didn't have much to report, but did mention the Northern school went well and no issues with instructors flaking out. Rose will elaborate more on the Northern school.

Financial Report: given by Gene Salazar (see the attachment) a motion to accept the financial report as given was made by Martin Lopez. Motion seconded by Javier Gutierrez; motion carried.

Executive Manager's Report: Rose reported the Northern school went well, 120 attendees and 6 Exhibitors. We no longer have the usual lines as before and operators commented they like not having to stand in long lines anymore. She has submitted the form to the IRS changing the responsible party's name of Association and waiting to hear back. Rose is continuing to build instructor presentations library on the website little by little and trying to clean up the website as time allows. As of right now there are 817 members, but are trickling in as they register for the schools. Electronic certificates will be created due to operators losing them and needing replacements all the time. Rose mentioned she was tasked at the last meeting to look up hiring temps; there are none available here in Espanola, but is one in Santa Fe. She also stated she began registering people for the Central school and started scheduling

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the classes. The Marriott venue is ready along with the Hotel Encanto in Las Cruces. Rose asked the Board what their thoughts were regarding the Annual Business meeting time; keep it at 6 pm along with adding the new Officers to this meeting. Rose added she spoke to Blanca Surgeon from RCAC at the Northern school and were talking about a possible partnership. Blanca paired Angelina Grey with Rose and offered a venue free of charge for the time slot of the WC section workshop in Gallup however Rose stated being it's so close in time, she may not be able to schedule that quickly and have time enough to advertise and have attendance in July 23-24th. Rose mentioned that Blanca knows Taos UNM has grant money and they would like to partner up regarding training up in Taos. They would pay for operators' registration and offer a free venue. Gene said going back to the meeting time for the Annual Conference, he suggested keeping it at 6 pm due to people traveling. Javier said maybe having the new Officer's meeting during that week in the workshop class might work. The Board decided to discuss this matter at a different date. Javier also suggested looking at the College for possible temps or co-ops. Terry mentioned Rose had reached out to her and Martin Lopez regarding topics for scheduling and she emailed Rose the need-to-know criteria and she believed we need to resurrect the short school committee and be reconstituted, sit down and look at the topics for major schools and topics recommended at the workshops based of the need for basic. Gene, Lyman and Javier agreed a committee needs to be put in place for scheduling topics. Javier also agreed to be on the school scheduling committee. Gene and Victor also agreed to be on the committee. A time or date will be set for this committee to meet. Terry suggested having a standard template and send it to instructors and state "these are the classes" we are conducting and ask which classes do they feel comfortable teaching and for what school. Lyman asked if Rose can contact Hotel of Albuquerque to get a quote for 2026 Central School.

Financial Committee update: Craig stated the finance committee has documents that are almost complete, finance committee meetings have been scheduled for June 27 and July 18, 2025 at 10 am. Terry said there's a couple of things that still need to be voted on such as the 103 (c) (6) and needs to go back to some notes and put it together. Craig said once everything is completed, it will be sent out for review and highlight anywhere there might be a question on and come back to the Board meeting and vote on it and get it approved.

Ethics of Board Discussion: This topic is to move to the finance committee meeting. Martin will email the proposed example of confidentiality memorandum to review.

Scholarship "on hold" Discussion: This topic is to move to the finance committee meeting. Discussion to be voted and approved to keep one scholarship at \$750 or two at \$500.

501 (c)(6) (Brochure Disclosure): The Board has approved to notify Vendors and publish the 501 (c)(6) assignment on the brochure and website. Terry suggested modifying the brochure and sending it to the Board for approval before printing it.

Art Torrez Award Approval: The Art Torrez Award criteria will be emailed to the Board for review and will be voted on for approval at the next Executive Board meeting.

WC Section Workshop: Rose reported that a free venue has opened up in Gallup at the McKinley training center however, she stated it was too close to schedule a workshop with short notice. Angelina Grey has joined the meeting and elaborated on being the regional water planner for the WC and NW section of the state for small water systems and would want to partner with NMWWA as she is with NMRW and RCAC. She said they have a training center available in Gallup and is happy to help on the training venue. She stated it has been secured just waiting to hear about any possible training in that region. Craig asked if anyone was interested in teaching; Lyman and Victor offered to do so.

Section Presidents Report

NE: No Report

NW: No Report

SW: Mike Lopez reported \$14,819.39 in the checking account, \$1,187.40 in the savings account. They will be conducting their workshop soon and have 45 people registered so far. They continue to conduct monthly meetings and training every fourth Wednesday of the month, the last meeting they had around 25 attendees and meals are provided.

SE: No Report, Andrew Valadez reached out to Rose canceling the SE Section workshop due to flooding of the Roswell Convention Center and is being re-built.

CT: Victor Gonzales reported \$760.96 in the checking account, \$5,647.76 in the savings account. They continue having monthly meetings and training the third Tuesday of the month. The next meeting will be face to face and will be conducting a drawing of AWWA manuals to CT section members attending.

NMED Report: Tanya Trujillo stated that NMED is in the process of closing in finding someone to fill the UOCP management position so the program will be its own stand-alone group. She added they have an educator's position that will be filled after the manager's position comes on, they currently have Veronica Serrano and Carlos Gonzales on board. Tanya mentioned that prior; exams were being processed once a month now Veronica and Carlos are processing exams once a week, numbers do vary on how many they push through. From January to now, they have processed 300 exams. In the prior years with a team of 4 they were processing around 650 to 700 a year, Veronica and Carlos have processed 300 exams in 5 ½ months with just two people. Tanya said passing rates have increased and here is the breakdown she presented per month are as follows:

January 45% passing of 29

February 60% passing of 43

March 46.6% passing of 58

April 49% passing of 91

May 43.9% passing of 82

Tanya said those numbers are exciting despite the challenges from the regulated community and the processing has moved up, some of the issues they had prior internally are being smoothed out. She added that Workforce Solutions is now named Americas Job Center and for the larger cities; they are having a hard time with their process approval for exams. Gene asked Tanya if they could provide NMWWA the areas of low success or topics operators are struggling with. Tanya said they could look at that, they do get reports from individuals and what they can do is maybe compile some information or pulling it from WPI directly due to not violating anyone's personal information. She intends on coming up with some type of information to give all the providers and new manager a perspective on what areas is needed in hopes to help for scheduling. Tanya also mentioned giving them sufficient time with scheduling classes due to low staff. Terry mentioned that it was asked of Joe before potentially scheduling with subject matter experts of review of test questions, Tanya said the new person coming on has experienced in doing that and is collaborative so there's a possibility that can be done. She said she will prepare that as a discussion with Joe as well, she will no longer be in charge of this group once the new manager comes therefore it will fall on Joe and the new manager, but she will definitely push it along, she mentioned the study guides have been in discussion to update and align it with the questions. Tanya said NMED is willing to teach at the Central school and also mentioned a position opening in the Santa Fe area.

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DACC Report: No Report

Other Business: The next NMWWA Executive Board meeting is scheduled for August 15, 2025 at 9:00 am via teams online.

A motion was made by Gene Salazar to adjourn the NMWWA Executive Board meeting. Motion seconded by Martin Lopez; motion carried. The NMWWA Executive Board meeting adjourned at 10:58 a.m.