REGIONAL COALITION OF LANL COMMUNITIES

City of Española – Los Alamos County-Ohkay Owingeh-Pueblo of Jemez – Rio Arriba County –
Santa Fe County – City of Santa Fe – Taos County – Town of Taos

DRAFT Meeting Minutes
December 21, 2018
Española City Hall Council Chambers, 405 N Paseo de Oñate, Española, NM 87532
11:00 a.m. to 1:00 pm

A. Call to order – Chair Henry Roybal called meeting to order at 11:07 a.m.

B. Confirmation of Quorum
Attendees: Chair Henry Roybal, Vice-chair Darien Fernandez, Treasurer Peter Ives;
Secretary (alternate) David Izraelevitz, Board member Javier Sanchez; Board
member Barney Trujillo, Board member Mark Gallegos, excused, Jemez Pueblo
representative excused. Quorum was established.

C. Approval of Agenda
1. Motion to approve agenda by Treasurer Ives, Second by Vice-Chair Trujillo.
   Motion carried.

D. Approval of Minutes
1. Approval of minutes from the October 19, 2018 RCLC meeting
2. Approved: Motion made by Board Member Sanchez, Second by alternate
   Secretary Izraelevitz. Motion passed.

E. Public Comment
1. No public comment

F. Treasurers Report
Treasurer Ives stated that the invoices for August, September, October, and
November 2018, along with the detailed activity sheets be submitted for payment to
Los Alamos County. The billable activities, have been categorized by percentage for
both the DOE Grant and the Unrestricted Accounts as per the Office of State
Auditor’s recommendation. Treasurer Ives stated that this new format for billing is
to ensure proper and prudent separation of funding sources. After his review he
recommends to the Board for approval. Motion to approve the report and the
invoices. Motion carried 6-0.
G. Discussion/Action Items

a. Special guest presentation by N3B Los Alamos to update on RDX plume and recent finding

Executive Director Vasquez introduced N3B as the main contractor for the clean-up at the Los Alamos National Laboratory. Mr. Joe Lagare, Acting COO of N3B Los Alamos, gave a brief overview of their clean-up, compliance, treatment, decontamination, monitoring and shipping efforts of soil and groundwater. Their sole purpose is to clean-up the legacy contamination both above and below ground. Groundwater monitoring wells to study contamination at different levels in the ground have been installed. At the RDX project site, RDX is present in several regional groundwater monitoring wells known since 1998. RDX is not present in LAC water supply wells 3 miles away. DOE will continue to monitor RDX in water supply wells. Surface soil clean-up conducted in outfall area. Excavation backfilled with clean soil and covered with a stone cap significantly reduce contamination in surface soils. After the question and answer session, Director Vasquez recommended to have N3B return at year end to update the board on ongoing clean-up efforts. The Board thanked N3B and look forward to their next update.

Action: Chair Roybal directed Mr. Vasquez to coordinate the end of year presentation with N3B.

b. Review and possible motion to open bank accounts

Discussion was held regarding of State Auditor’s recommendation to separate bank accounts for all RCLC funds.

Recommendation: After reviewing various banking options, RCLC staff recommends opening the following new account, with New Mexico Bank and Trust, as this bank is a full-service community bank with the necessary capacity and with full-service branches in Los Alamos, Espanola and Santa Fe.

Motion to move the board implement the Office of State Auditor’s recommendation for separate bank accounts as follows:

1.) A checking account for DOE restricted funds
2.) A checking account for unrestricted funds
3.) An interest bearing savings account or money market account for unrestricted funds that will not need to be readily accessible

Also that this board authorizes our executive director, treasurer and fiscal agent to open these accounts at New Mexico Bank & Trust and that these accounts serve as the RCLC’s primary banking accounts. I further move that this board designate and authorize the following individuals as approved signers on these accounts and authorize these individuals to provide New Mexico Bank & Trust with the required information to complete the opening and transfer of RCLC funds to the appropriate accounts.

- Helen Perraglio, CFO for Los Alamos County
- Melissa Meyer, Deputy CFO for Los Alamos County
- Karen Kendall, Budget and Performance Manager for Los Alamos County

Action: Motion for approval made by Vice-President Trujillo. Board member Sanchez Second. Motion passed.

c. Review of bid(s) and approval of auditor offer.

Discussion: Executive Director Vasquez discussed the bids the RCLC solicited based on the approved list obtained from the State Auditor’s office. Director Vasquez sent a solicitation letter for auditing services (no formal RFP was required) to six auditing firms and received a response from two firms. Of the two proposals received, Kubiak Melton and Associates, LLC located in Albuquerque, New Mexico, met our needs. The proposed amount for the contract period is $3,220 plus GRT for six years. Chair Roybal directed Director Vasquez to include in the contract the milestones and commitment for date to be completed.

Action: Motion for approval made by Vice-Chair Trujillo. Secretary (alternate) David Izraelevitz, Second.

d. Final scheduling for RCLC retreat and upcoming meetings

Executive Director Vasquez suggested Saturday, January 26, 2019 for the RCLC retreat. He asked Board member, Mayor Sanchez, if he could host the retreat at
the Espanola, City Council Chambers. Board member Sanchez agreed. The
retreat will be approximately five hours from 10:00 a.m. to 3:00 p.m. Chair
Roybal asked about a facilitator and how the RCLC would pay for their fee.
Director Vasquez stated that CPLC was contracting with the Rural Communities
Assistance Corporation (RCAC) to facilitate the meeting and that the fees for this
initial session are being paid for by the CPLC. No additional costs to the RCLC
will be incurred for this retreat.
The board came to consensus on holding the retreat on January 26 and
Chairman Roybal directed Director Vasquez to ensure the retreat information to
be placed on the website, social media and by press release.

e. **Executive Director update**

**State Auditor Compliance:** Director Vasquez stated that the RCLC has adopted
OSA recommendations to bring the organization into full compliance. Currently
the approved auditing firm and new bank accounts have been submitted to the
board for approval.

**Partner Govt. Relations:** On Oct. 30, 2018, the Los Alamos County Council
adopted four motion regarding RCLC:

- Los Alamos County affirm its support for the RCLC and direct staff to
  assist them in efforts to continue compliance with the State Auditor’s
  report.

- Los Alamos County removal as the fiscal agent of the RCLC.

- Los Alamos County to investigate RCLC expense reimbursements made
to Los Alamos County employees and elected representatives since the
  inception of the RCLC. A monthly report will be given to the Council with
  the names and amounts to be collected if they find reimbursements were
  not made in compliance with the travel policy.

- Council develop and adopt policies and outline the roles of both
  employees and elected officials regarding their participation in boards
  and committees external to the regular operation of Los Alamos County.

**LANL Director Briefing:** the new LANL Director is tentatively scheduled to
attend the March meeting and make a presentation to the RCLC Board.
Intergovernmental Workshop attended in November: the RCLC Director and the CPLC’s General Council attended the workgroup on DOE EM issues in New Orleans. RCL met with government representatives from New Mexico and other states and the Federal government.

2018 in Review: In September, Congress passed the Energy and Water Appropriations package to increase cleanup funding to $220 million, over $40 million more than requested by the administration.

Government Shutdowns: Due to the September bill passage which include DOE funding through the end of the fiscal year, it is unclear how this shutdown will impact LANL operations.

Changes in Congress: The U.S. House will be controlled by Democrats, while Republicans gained two seats in the Senate. New assignments are expected with Rep. Marcy Kaptur (D-OH) is expected to chair the House Appropriations Energy and Water Subcommittee and she may be friendly to cleanup matters.

WIPP: A temporary halt in January to conduct maintenance. Shipments will resume in February.

Defense Nuclear Facilities Safety Board (DNFSB) Public Hearing: To date, no hearing has been scheduled to discuss the DOE’s order 140.1 which may have the effect of stripping the DNFSB of much of its authority to perform its oversight role. However, the New Mexico delegation has asked DOE to hold such a hearing in New Mexico and the DNFSB has agreed to do so this winter.

Interpretation of High-Level Waste: The definition could impact on what wastes can be shipped to WIPP and possibly storage protocol at LANL. The Administration to release a final decision in March or April 2019

H. Adjournment. Chair Roybal directed Director Vasquez to include an additional agenda item to hear Board concerns or announcements to begin at the next meeting. Chair Roybal recognized Vice-Chair Trujillo for his service on the RCLC Board and mentioned it was a pleasure working with him. Vice-Chair Trujillo said he learned a lot and was privileged to be on the Board. Chair Roybal called for adjournment.
Motioned by Vice-Chair Trujillo and Second by Secretary (alternate) David Izralevitz. Motion carried.

Adjournment at 12:30 p.m.

END