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Executive Director
Maria L. Jaramillo

CREC Coordinating Council

October 29th, 2020

1:00 pm

Voting Members Present

Mr. Jeremy Abshire (Vice Chair)
Mr. David Lackey
Dr. Glenn Haven
Ms. Carmela Sandoval
Dr. Cindy Sims
Dr. Susan Passell
Mr. Ben Santistevan
Ms. Dawn Apodaca
Ms. Morgen Jaco

Representing

UNMH, CPC – Mimbres Schools
Quemado Independent Schools
Magdalena Municipal Schools
DOH – SATC
Estancia Municipal Schools
Jemez Valley Public Schools
CYFD – JJS
Mountainair Public Schools
NM Corrections Department

Non-Voting Members Present

Ms. Maria Jaramillo
Ms. Jessica Orona
Ms. Nichole Pebley
Ms. Mandy Thrasher
Ms. Laura Gilge

Representing

CREC, Executive Director
CREC, Business Manager
CREC, Office Clerk
CREC, Program & Related Service Coordinator
CREC, Lead -Vocational Transition Coordinator

Voting Members Not Present

Mr. Jack Props (Chair)

Representing

Vaughn Municipal Schools

I. CALL TO ORDER

The council was called to order by Mr. Jeremy Abshire at 1:04 pm.

II. DETERMINATION OF QUORUM

A determination of quorum was made by Mr. Jeremy Abshire at 1:04 pm.

III. APPROVAL OF AGENDA

At 1:05 pm, Mr. Jeremy Abshire entertained a motion to approve the agenda. Dr. Susan Passell made the motion and Ms. Dawn Apodaca gave the second. The Council unanimously approved the agenda.

IV. APPROVAL OF MINUTES

At 1:05 pm, Mr. Jeremy Abshire entertained a motion to approve the previous Council Meeting Minutes from (10-15-20). Ms. Dawn Apodaca made the motion and a second was made by Dr. Glenn Haven. The Council unanimously approved the minutes.

V. Director's Report

A. STOPit Presentation

Ms. Maria Jaramillo had announced that CREC was awarded a federal grant close to \$500,000 from the US Department of Justice. Only 1 of 5 vendors was selected for this RFP, STOPit Solutions.

Annie Praino and Theresa Reuter with STOPit Solutions gave a Power Point presentation to the council to discuss CREC and STOPit Safety Partnership Program. This is a 24/7 Anonymous Reporting System and SEL & Compliance Training Center offered to the school districts at NO COST to help create safer, healthier students, staff, and culture.

B. CREC Updates

Ms. Maria Jaramillo stated that she and Mr. David Chavez with CES have submitted a request to the NM Board of Finance the drafted building agreement. With the most recent walk thru at the CES building, it was noted that the furniture and the technology have been appraised separately, from the purchase price of the building. With CES furniture being appraised at \$35,000. The furniture at CREC will be appraised for the purpose of disposal in the future months. Ms. Maria Jaramillo will negotiate CES furniture and technology to be purchased based on need. Proposed transition to the new building is end of December 2020 or beginning of January 2021.

Discussion of hiring an investigator for Title IX with a proposal of \$200 retainer per month between ALL districts who wish to participate, including \$20 per hour plus expenses and travel for any file claimed. There is a possibility of the cost per month to decrease with more participation from the districts. With the most recent change to the Title IX team made in August 2020, the new regulations require a team with a minimum of 4 individuals with district roles to implement

the process along with some entities to contract together. Three of the member districts will have a discussion with their business managers first before deciding.

Ms. Maria Jaramillo added that CREC will be hiring for Program including 1 more ECIC Coordinator and 4 more Early Childhood Instructional Coaches for the \$2.7 million IGA with PED and ECECD. In addition, CREC will be hiring a MLSS (multi-layered systems of support) coach to assist REC 10 with this initiative and a CREC HR/IT position due to the increase in ECIC employees. For those who belong to an REC, there is the option of having your REC being the MLSS point of contact (POC).

VI. Coordinator's Reports

- A. Program and Related Services and Child Find-Events**-provided by Mandy Thrasher (see attached)
- B. Vocational Transition Services**-provided by Laura Gilge (see attached)
- C. Early Childhood**-provided by Terri Tapia (see attached)

VII. Financial Report-provided by Jessica Orona

A. Fund Cash Balance

Over \$926,000 as of 9/30/20

B. Budget/Expenditures Reports

\$7.2 million in expenditures with \$5.3 million of this processed out for the 1st quarter. This entails the Stabilization Grant under the Early Childhood Bureau in which between 8/24/20 thru 10/9/20, CREC processed 338 checks to 489 daycare centers who applied for the grant. In addition, CREC has revenue of \$6.3 million with almost \$160,000 of this earned thru indirect and admin cost.

C. Accounts Receivable

\$530,000 in outstanding as of 10/29/20.

Medicaid reconciled payout from 5/1/20 thru 9/30/20 were processed and mailed out on 10/9/20, with another reconciliation of 100% payout in January 2021 for the period of October thru December 31st, 2020.

The ancillary/contractor staff billing that is sent out monthly from CREC, will now be split into two invoices with the ancillary invoices to be sent out at the beginning of each month and the contractor invoices to be sent out the end of each month.

The CREC business staff may be reaching out to your districts to confirm direct contacts for approvals on ancillary staff's time logs.

An ancillary analysis will be done within the next month to compare the actual ancillary staff cost to actual billing. Right now, CREC is billing at the \$99,000 per

FTE rate, however, with the pandemic, not all the ancillary staff is traveling out to the districts. Most of the services provided now are being done remotely.

CREC is now allowing for a cell phone allowance of \$30 per month (\$15 per check), for those staff members who may work remotely, during this pandemic.

VIII. Current Business

A. BARs

No new BARs currently.

1 new BAR has been approved on 9/30/20. This is for the PDG Grant for the Early Childhood Bureau which ends 12/31/20. This was originally budgeted underneath fund 27200. The fund has recently changed to 28207 to stay in align with the chart of accounts.

B. Warrants & Vouchers

\$279,405.08 was processed between 10/15/20 thru 10/28/20, which includes payroll, benefits, contractor checks, rent, etc....

At 2:16pm, Mr. Jeremy Abshire entertained a motion to approve the above. Mr. David Lackey made the motion and a second was given by Mr. Ben Santistevan. The council unanimously approved.

IX. Next Agenda Items

Next council meeting is tentatively to be held end of January 2021.

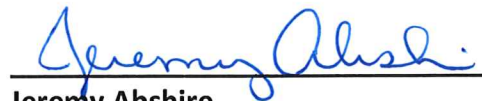
Adjournment

Mr. Jeremy Abshire entertained a motion to adjourn the meeting at 2:22 pm. Dr. Cindy Sims made the motion and Dr. Susan Passell gave the second; motion passed.

APPROVED BY:


MARIA JARAMILLO

Maria Jaramillo
Executive Director



Jeremy Abshire
Council Chairman (acting)