

**New Mexico Public Schools Insurance Authority
Board of Directors Special Meeting Minutes**

Virtual:

<https://us02web.zoom.us/j/87624061349>

Phone: +1253 215 8782

Meeting ID: 876 2406 1349

Wednesday, August 14, 2024

1. Call to Order

Mr. Al Park, President, called the NMPSIA Board Meeting to order at 4:01 p.m. on Wednesday, August 14, 2024.

2. Roll Call

Ms. Claudette Roybal called roll.

Board Members Present:

| | |
|-------------------------------|--------------------------------|
| Al Park, President | Virtual |
| Chris Parrino, Vice President | Virtual |
| Trish Ruiz, Secretary | Virtual |
| Denise Balderas | Absent |
| Vicki Chavez | Virtual (arrived at 4:13 p.m.) |
| Tim Crone | Virtual |
| Pauline Jaramillo | Virtual |
| Bethany Jarrell | Absent |
| KT Manis | Absent |
| David Martinez, Jr. | Virtual |
| Sammy Quintana | Virtual |

NMPSIA Staff Members Present:

| | |
|--|---------|
| Patrick Sandoval, Executive Director | Virtual |
| Martha Quintana, Deputy Director | Virtual |
| Phillip Gonzales, Chief Financial Officer | Virtual |
| Miraya Pacheco, Executive Administrative Secretary | Virtual |
| Claudette Roybal, Chief Procurement Officer | Virtual |
| Marlene Vigil, Financial Specialist | Virtual |
| Kaylei Jones, Benefits/Wellness Manager | Virtual |
| Kaylynn Roybal, Benefits Program Coordinator | Virtual |
| Leslie Martinez, Benefits Analyst | Virtual |

Audience Present

| | | |
|-----------------|-------------------------------|---------|
| Kathy Payanes | Erisa Administrative Services | Virtual |
| Amy Bonal | Erisa Administrative Services | Virtual |
| Marty Esquivel | Esquivel Law Firm | Virtual |
| Benito Gonzales | RAC Committee Member | Virtual |

3. Introduction of Guests

Mr. Patrick Sandoval, Executive Director with NMPSIA, stated there were no guests to introduce.

4. Citizens to Address the Board (Five-Minute Limit)

There were no citizens to address the Board.

5. Approval of Agenda (Action Item)

A motion was made to approve the agenda as presented.

Motion: T. Ruiz

Second: C. Parrino

A roll call vote was taken.

Ms. Claudette Roybal called roll.

| | |
|-------------------------------|--------|
| Al Park, President | Yes |
| Chris Parrino, Vice-President | Yes |
| Trish Ruiz, Secretary | Yes |
| Denise Balderas | Absent |
| Vicki Chavez | Absent |
| Tim Crone | Yes |
| Pauline Jaramillo | Yes |
| Bethany Jarrell | Absent |
| K.T. Manis | Absent |
| David Martinez, Jr. | Yes |
| Sammy Quintana | Yes |

Vote carried.

6. Administrative Matters

6. A. Election of Officers (Action Item)

Mr. Sandoval stated per rule every August, NMPSIA is to have an election of officers. The process starts with the floor being opened for nominations for President, Vice President, and Secretary one at a time. If there is more than one nomination for each position, a vote would be called for each person nominated if the person nominated accepts.

Mr. Sandoval opened nominations for President.

A motion was made to nominate Mr. Al Park for the position of President. There were no further nominations. Mr. Park accepted the nomination.

Motion: T. Ruiz **Second:** D. Martinez, Jr.

A motion was made to close nominations and elect Mr. Al Park as President.

Motion: S. Quintana **Second:** C. Parrino

Ms. Claudette Roybal called roll.

| | |
|-------------------------------|--------|
| Al Park, President | Yes |
| Chris Parrino, Vice-President | Yes |
| Trish Ruiz, Secretary | Yes |
| Denise Balderas | Absent |
| Vicki Chavez | Absent |
| Tim Crone | Yes |
| Pauline Jaramillo | Yes |
| Bethany Jarrell | Absent |
| K.T. Manis | Absent |
| David Martinez, Jr. | Yes |
| Sammy Quintana | Yes |

Vote carried.

Mr. Sandoval opened nominations for the position of Vice President.

A motion was made to nominate Mr. Chris Parrino as Vice President. There were no further nominations. Mr. Parrino accepted the nomination.

Motion: T. Ruiz **Second:** A. Park

A motion was made to close the nominations and elect Mr. Parrino as Vice President.

Motion: D. Martinez, Jr. **Second:** T. Ruiz

Ms. Claudette Roybal called roll.

| | |
|-------------------------------|--------|
| Al Park, President | Yes |
| Chris Parrino, Vice-President | Yes |
| Trish Ruiz, Secretary | Yes |
| Denise Balderas | Absent |
| Vicki Chavez | Absent |
| Tim Crone | Yes |
| Pauline Jaramillo | Yes |
| Bethany Jarrell | Absent |
| K.T. Manis | Absent |
| David Martinez, Jr. | Yes |
| Sammy Quintana | Yes |

Vote carried.

Mr. Sandoval opened nominations for the position of Secretary.

A motion was made to nominate Ms. Trish Ruiz as Secretary. There were no further nominations. Ms. Ruiz accepted the nomination.

Motion: C. Parrino

Second: D. Martinez, Jr.

A motion was made to close the nominations and elect Ms. Ruiz as Secretary.

Motion: S. Quintana

Second: C. Parrino

Ms. Claudette Roybal called roll.

| | |
|-------------------------------|--------|
| Al Park, President | Yes |
| Chris Parrino, Vice-President | Yes |
| Trish Ruiz, Secretary | Yes |
| Denise Balderas | Absent |
| Vicki Chavez | Absent |
| Tim Crone | Yes |
| Pauline Jaramillo | Yes |
| Bethany Jarrell | Absent |
| K.T. Manis | Absent |
| David Martinez, Jr. | Yes |
| Sammy Quintana | Yes |

Vote carried.

6. B. Approval of New Mexico Military Institute to Join Risk Program (Action Item)

Mr. Sandoval briefed the board that the New Mexico Military Institute (NMMI) has not officially petitioned the NMPSIA Board of Directors to join the risk program; however, NMPSIA expects NMMI to join on September 1, 2024. Due to the timing of NMMI Board meetings and NMPSIA meetings, staff is asking to include NMMI in the Risk Program with tail coverage identical to the agreement for New Mexico Institute of Mining and Technology, Northern New Mexico College, Region IX Education Cooperative, and Central Regional Educational Cooperative. Mr. Esquivel and Mr. Park have vetted the agreement.

A motion was made to approve the New Mexico Military Institute to join the Risk Program.

Motion: T. Ruiz

Second: D. Martinez, Jr.

Ms. Claudette Roybal called roll.

| | |
|-------------------------------|--------|
| Al Park, President | Yes |
| Chris Parrino, Vice-President | Yes |
| Trish Ruiz, Secretary | Yes |
| Denise Balderas | Absent |
| Vicki Chavez | Absent |
| Tim Crone | Yes |
| Pauline Jaramillo | Yes |
| Bethany Jarrell | Absent |
| K.T. Manis | Absent |
| David Martinez, Jr. | Yes |
| Sammy Quintana | Yes |

Vote carried.

6. C. Approval of Capital Asset Valuation Services Contract (Action Item)

Mr. Sandoval presented the Capital Asset Valuation Services Contract. The contract was invertedly routed for signature prior to Board approval. Staff is asking for retroactive approval of the contract as of July 1, 2024. The contract was reviewed by General Counsel and staff.

A motion was made for Retroactive Approval of the Capital Asset Valuation Service Contract as presented.

Motion: S. Quintana

Second: T. Crone

Ms. Claudette Roybal called roll.

| | |
|-------------------------------|-----|
| Al Park, President | Yes |
| Chris Parrino, Vice-President | Yes |

| | |
|-----------------------|--------|
| Trish Ruiz, Secretary | Yes |
| Denise Balderas | Absent |
| Vicki Chavez | Absent |
| Tim Crone | Yes |
| Pauline Jaramillo | Yes |
| Bethany Jarrell | Absent |
| K.T. Manis | Absent |
| David Martinez, Jr. | Yes |
| Sammy Quintana | Yes |

Vote carried.

6. D. 2024 Workers' Compensation Conference October 15-17, 2024 Las Vegas, NV (Action Item)

Mr. Sandoval informed the Board of the 2024 Workers' Compensation Conference, which will be held in Las Vegas, Nevada, from October 15 through 17, 2024. If Board members are interested, please email Mr. Sandoval, and it will be discussed with Mr. Park to determine who may attend based on budget availability.

A motion was made for approval of the 2024 Workers' Compensation Conference attendance process as presented.

Motion: T. Ruiz

Second: S. Quintana

Ms. Claudette Roybal called roll.

| | |
|-------------------------------|--------|
| Al Park, President | Yes |
| Chris Parrino, Vice-President | Yes |
| Trish Ruiz, Secretary | Yes |
| Denise Balderas | Absent |
| Vicki Chavez | Absent |
| Tim Crone | Yes |
| Pauline Jaramillo | Yes |
| Bethany Jarrell | Absent |
| K.T. Manis | Absent |
| David Martinez, Jr. | Yes |
| Sammy Quintana | Yes |

Vote carried.

7. General Discussion

Mr. Parrino commented that it's an exciting start to the new school year.

Ms. Vicky Chavez asked if the guidance letter about purchasing additional Student Accident Insurance had been distributed. Mr. Sandoval replied it had been sent out via Erisa Administrative Services, Inc. (EASI) to all Superintendents and Business Managers. Ms. Chaves replied she or others had not received the letter. Mr. Sandoval stated he would work with EASI on the contact list and send the letter from his work email address.

8. Next Meeting Date and Location: Thursday, September 5, 2024

Location: Poms & Associates, 201 3rd Street, Suite 1400, and a virtual option (Action Item)

A motion was made to approve the next meeting date and location as presented.

Motion: D. Martinez, Jr.

Second: T. Ruiz

Ms. Claudette Roybal called roll.

| | |
|-------------------------------|--------|
| Al Park, President | Yes |
| Chris Parrino, Vice-President | Yes |
| Trish Ruiz, Secretary | Yes |
| Denise Balderas | Absent |
| Vicki Chavez | Absent |
| Tim Crone | Yes |
| Pauline Jaramillo | Yes |
| Bethany Jarrell | Absent |
| K.T. Manis | Absent |
| David Martinez, Jr. | Yes |
| Sammy Quintana | Yes |

Vote carried.

9. Adjournment (Action)

A motion was made to approve to adjourn at 4:23 p.m.

Motion: T. Ruiz

Second: S. Quintana

Ms. Claudette Roybal called roll.

| | |
|-------------------------------|--------|
| Al Park, President | Yes |
| Chris Parrino, Vice-President | Yes |
| Trish Ruiz, Secretary | Yes |
| Denise Balderas | Absent |
| Vicki Chavez | Absent |
| Tim Crone | Yes |
| Pauline Jaramillo | Yes |
| Bethany Jarrell | Absent |

K.T. Manis
David Martinez, Jr.
Sammy Quintana

Absent
Yes
Yes

Vote carried.

Approved:

Signed by:
Alfred Park, NMPSIA Board President

Mr. Alfred Park, Board President