

**LUNA COMMUNITY COLLEGE
BOARD OF TRUSTEES
REGULAR MEETING MINUTES**

Tuesday, September 14, 2021 @ 10:00 am
LCC Student Success Center Board Room

Call Meeting to Order and Establish a Quorum

Roll Call

Present: Madam Chair Dr. Phyllis Martinez, Madam Secretary Louise L. Portillos, Trustee Mark Dominguez, Trustee Dr. Gilbert Sena and Trustee Maximiliano G. Tenorio, Jr.

Also Present: President Dr. Edward Martinez, Executive Office Manager SherylAnn Yara, Information Specialist Ray Baca, Karen Wezwick, Dual Credit/Continuing Ed, Bonnie Bolton, LCC Foundation, Lawrence Vigil, Shared Governance/Physical Plant, Dr. John Thompson, CTE Director, Maxine Hughes, Nursing Director, Gwen Albers, Optic, Georgia Baca, Staff Senate/Fiscal, Carl Vigil, Athletics/Wellness Center, Ella Arellano, LCC Foundation, Eugene Sandoval, Automotive (online), Gloria Pacheco, Dental (online), Jessica Flores, Administration (online), Shannon Ortiz, IT (online), Emily Ulibarri, Santa Rosa Satellite (online), Matthew Cordova, Physical Plant Director (online), Linda Salazar, LRC (online) and Chantel Rivera, Dental (online)

Absent: Madam Vice Chair Dianna Medrano and Trustee Kenneth Medina.

Pledge of Allegiance

Madam Secretary Louise L. Portillos led the Pledge of Allegiance

Approval of Agenda

At this time, President Dr. Edward Martinez advised that due to some absences today, he would like to amend the Agenda by having item 11 (b) – CARES ACT and item 12 (a) – BOT Training, removed from the Agenda.

Madam Secretary Louise L. Portillos then moved for approval of the Agenda with the recommended changes, removing item 11 (b) – CARES ACT and item 12 (a) – BOT Training from the Agenda. Trustee Dr. Gilbert Sena seconded the motion.

Madam Chair Dr. Phyllis Martinez called for a roll call vote. Roll call vote was taken and reflected the following:

Chair Dr. Phyllis Martinez	Yes	Secretary Louise L. Portillos	Yes
Trustee Mark Dominguez	Yes	Trustee Dr. Gilbert Sena	Yes
Trustee Max G. Tenorio, Jr.	Yes		

The vote for approval of the Agenda with the recommended changes, removing item 11 (b) – CARES Act and 12 (a) – BOT Training from the Agenda was unanimous.

Approval of Minutes (August 10, 2021 Regular Meeting minutes, August 19, 2021 Special Meeting minutes and August 30, 2021 Special Meeting minutes).

August 10, 2021 Regular Meeting minutes – Madam Chair Dr. Phyllis Martinez advised that on page 9, it states that Trustee Kenneth Medina has left the meeting, although his vote is included in the roll call.

Recorder SherylAnn Yara advised that she would make the correction.

Trustee Dr. Gilbert Sena moved for approval of the August 10, 2021 Regular Meeting minutes with the amendment, Trustee Mark Dominguez seconded the motion.

Madam Chair Dr. Phyllis Martinez called for a roll call vote. Roll call vote was taken and reflected the following:

Chair Dr. Phyllis Martinez	Yes	Secretary Louise L. Portillos	Yes
Trustee Mark Dominguez	Yes	Trustee Dr. Gilbert Sena	Yes
Trustee Max G. Tenorio, Jr.	Yes		

The vote for approval of the August 10, 2021 Regular Meeting minutes with the amendment was unanimous.

August 19, 2021 Special Meeting minutes – Madam Chair Dr. Phyllis Martinez advised that on the first page at the top heading, it should read Special Board meeting as opposed to Regular Board meeting.

Recorder SherylAnn Yara advised that she would make the correction.

Trustee Dr. Gilbert Sena moved for approval of the minutes with the amendment of Special Meeting as opposed to Regular Meeting. Madam Secretary Louise L. Portillos seconded the motion.

Madam Chair Dr. Phyllis Martinez called for a roll call. Roll call was taken and reflected the following:

Chair Dr. Phyllis Martinez	Yes	Secretary Louise L. Portillos	Yes
Trustee Mark Dominguez	Yes	Trustee Dr. Gilbert Sena	Yes
Trustee Max G. Tenorio,	Abstain		

The motion for approval of the August 19, 2021 Special Meeting minutes with the amendment did carry.

August 30, 2021 Special Meeting minutes – Madam Chair Dr. Phyllis Martinez advised that on page 2, Item 11 (Action item #1), Clarification of Approval of changes to Nursing Handbook, it states that the item was removed from the Agenda. Madam Chair Dr. Phyllis Martinez advised that it was not removed from the Agenda, but was not discussed due to it being part of the August 10, 2021 Regular Meeting minutes which had not yet been approved.

Recorder SherylAnn Yara advised that she would make the correction.

Trustee Dr. Gilbert Sena moved for approval of the August 30, 2021 Special Meeting minutes with the amendment. Madam Secretary Louise L. Portillos seconded the motion.

Madam Chair Dr. Phyllis Martinez called for a roll call vote. Roll call vote was taken and reflected the following:

Chair Dr. Phyllis Martinez	Yes	Secretary Louise L. Portillos	Yes
Trustee Mark Dominguez	Yes	Trustee Dr. Gilbert Sena	Yes
Trustee Max G. Tenorio, Jr.	Abstain		

The motion for approval of the August 30, 2021 Special Meeting minutes with the amendment did carry.

Public Comment

There was no public comment signed up for this meeting.

Board of Trustees Updates

a. BOT Updates and Committee Reports

Academic Committee - Trustee Dr. Gilbert Sena gave the following report on the Academic Committee Meeting:

Academic Committee Meeting Agenda was approved as well as the meeting of the minutes of the August 3, 2021 meeting. Trustee Dr. Gilbert Sena advised that also discussed during the meeting was:

- Reviews and recommends educational programs and strategic planning goals to assure alignment with accreditation requirements;
- Reviews and makes recommends changes to academic offerings based on workforce outlook and regional workforce needs;
- Reviews and makes recommendations on the adoption and expiration of degree and certificate offerings;
- Reviews and recommends revisions to the Institution’s faculty handbook

Finance Committee Report – Madam Secretary Louise L. Portillos gave the following report on the Finance Committee Meeting:

- I. Discussion on Revenues & Expenditures – Monthly report for July 2021
- II. Discussion on Internal Audit – Brief Review
- III. Discussion on Litigation Cost
- IV. Budget (Walk through)
- V. Other Updates

Executive Committee Meeting – Madam Chair Dr. Phyllis Martinez gave the following report on the Executive Committee Meeting:

1. Key Responsibilities: Executive Committee
 - Consults with the President on general personnel policy planning, and implementation between board meetings;
POLICY ARCHIVING
 - Reviews long-range planning benchmarks for completion and analyzes environmental threats and opportunities;
STRATEGIC PLAN – BOARD OF TRUSTEES
 - Ensures that collaboration and teamwork are maintained within the Board;
 - Ensures that approved administrative procedures for exhaustion of administrative remedies are completed prior to Board review
 - Ensures that hiring policies provide for equal opportunities to all applicants while selecting the best employee available.
 - Refers outside complaints about the College and its operations to the President to research, investigate and determine the appropriate course of action.

Shared Governance

Student Senate Report – There is not a Student Senate Report at this time.

Staff Senate Report

Informational/Discussion Items

- a. Staff Senator (committee reports)
- b. Criterion 5 information
- c. Presentation of draft Handbook
- d. Invitation for Strategic Plan preparation/representatives
- e. Tentative – Faculty Senate presentation on safety policy

Faculty Senate Report

Faculty Senate planned and carried out In-Service week (August 16-20, 2021) with the help of the Chairs of our current standing committees. In-Service consisted of hybrid meetings (meetings held via Google Meet and live in the MEC auditorium so social distancing and work responsibilities could be accommodated). Meetings were recorded and archived in the Fall 2021 Google Classroom for those who could not attend or want to revisit any of the trainings.

Faculty Senate is drafting a bill for a new Ad hoc committee – the Professional Development Committee which will oversee future In-Service week trainings along with other professional development trainings needed throughout the course of the semester.

We are also working on streamlining the Safety Policy for Luna employees. How we deal with students who are misbehaving on campus is outlined in the student handbook, however, it is not clear what an instructor or faculty member is supposed to do if they feel threatened by a student. Our goal is to clarify the steps and incorporate them into the Faculty and Staff Handbooks.

Shared Governance Report

Informational/Discussion Items

- a. Nominations for Chair
- b. Discussion of Minute Taker
- c. Senate/Leadership Reports
- d. Grievance Process form revision – Staff Senate
- e. BOT process/reporting

Action Items

- a. Grievance resolution process (adoption)
- b. Vote acknowledgement for Vice Chair

Foundation Report

Foundation Board Member Ms. Bonnie Bolton addressed the Board and advised that the Board has been meeting regularly. Ms. Bolton also provided the Board of Trustees a handout which outlined what monies have been taken care of and also listed the different accounts and where they stand currently. Ms. Bolton then advised the Board that the Foundation still has an outstanding issue with an Attorney as well as an outstanding issue with the Audit which was incurred with the last Board. Ms. Bolton further advised that the Board has had discussion regarding working on forms as well as hiring an Executive Director.

After a brief Q & A, the Board thanked Ms. Bonnie Bolton for her report regarding the Foundation.

President's Report – Dr. Edward Martinez

President Dr. Edward Martinez addressed the Board and gave the following report:

LCC Foundation Board: The LCC President made the Foundation Board aware of the need to create procedures as indicated in the audit findings from last year's audit. The Board is working on developing the process as requested by the auditors.

The Foundation Board is also working on creating a committee to review nursing student Helen O'Brian scholarships.

VP for Instruction and Student Services: Three candidates are being scheduled for the week of September 12, 2021 for zoom interviews.

Restructuring: On Monday, August 23, 2021, in conjunction with the Academic Directors and the Facilities Director, I realigned staff responsibilities, combined programs, and combined vacant positions. Two administrative assistant positions and two office staff positions were not filled. The remaining administrative assistants (4) were given an increase in pay and assigned to two departments and/or given 0.5 FTE responsibilities in the office with vacancies. Two vacant custodial positions and one general maintenance position were not filled and the remaining custodians were given greater responsibilities and an increase in hourly wage.

The Institutional Research and Information Technology Director positions (both currently vacant) were combined and the humanities and business department director positions (both currently vacant) were combined and currently being advertised. These actions were taken to: 1.) increase staff pay, 2.) fill critical vacant positions, 3.) serve students more effectively and efficiently, and 4.) begin to balance the expenditures with revenues so that the reserves are kept intact.

COVID-19: The LCC Safety Committee met to further develop guidelines for employees to follow given COVID-19 exposures. Current guidelines did not include what an employee should do if they were exposed and were awaiting testing. These guidelines will be provided to the LCC employees once it is finalized and added to the current guidelines on the LCC website.

HLC Update: The LCC HLC Team met throughout the week of August 30th to prepare the HLC Response letter to the Advisory Visit Report provided to the LCC President on August 24th, 2021. The LCC Response was completed and submitted on Tuesday, September 7, 2021. The LCC HLC Team continues to meet to prepare for the upcoming February HLC Site visit.

Human Resources: Since the last BOT meeting, three essential hires were made; one nursing faculty (Shawntel Lujan), the remaining custodian position was filled (Amelia Martinez) and the VP for Instruction Executive Admin assistant was replaced (Jessica Flores)

- Matthew Garcia, Custodian 1, effective July 8, 2021
- Matthew Borrego, General Maintenance 2, effective August 2, 2021
- Juan Fernandez, General Maintenance 1, effective August 3, 2021

Resignations/Terminations Included four individuals in the following offices:

- Financial Aid, effective September 6, 2021
- School of Business, effective August 27, 2021
- Athletics, effective September 6, 2021

- Custodian 1, effective September 10, 2021
- Assistant Soft-ball Coach, effective August 6, 2021

There are 20 job postings for essential positions that need to be filled, mostly instructors and two academic directors. There are two job postings closed and ready for hire, IR/IT Director and the Assistant Soft-ball Coach.

Satellite: Dual Credit and Site & Satellite Coordinator's Report

- Recruitment and Enrollment activities:
 - Main campus: Advised, tested & met with 409 student/contacts – Resulting in 155 Dual Credit registrations, approx. 6 concurrent registrations;
 - Visited Robertson, West & Pecos High Schools, to assist with registration & testing;
 - Santa Rosa – Visited Santa Rosa High School and did remote & on-site ACCUPLACER testing, assisted & trained citizens requesting help;
 - Springer – Met with (in-person & online) Springer, Maxwell, Cimarron & Raton High Schools, did remote & ACCUPLACER on-site testing. Also set up and met with Springer Women's Detention Facility wardens to facilitate planning future programs to be offered in collaboration with LCC;
 - Mora – visited Robertson, Mora & Wagon Mound Schools to test and help register students.
- Karen was established as an ACCUPLACER test Proctor, so testing can be conducted on any visit to any High School;
- Tina and Emily were requested to fill in for Student Services Advisor/Proctor, and did ACCUPLACER testing remotely, lessening the burden on the two Student Service Advisors;
- High School totals:
 - Robertson: 49
 - Santa Rosa: 24
 - West LVHS: 30
 - Others: 52

Vice President of Academic and Student Services Report

President Dr. Edward Martinez addressed the Board and gave the following report:

CTE:

- Facilities were cleaned and prepared for fall classes, all old and obsolete equipment was removed;
- CTE student enrollment increased by 44% compared to last fall with new student enrollment of 50%;
- Employee orientation for new CTE admin assistant is ongoing;
- Action plans with department faculty are being developed to prepare for accreditation with NCCER, ASE, and AWS;

- Perkins Grant Conference with area high schools and other partners is being planned for late this fall. Letter to partners has been created and will be sent to partners inviting them to the conference;

Accomplishments:

- Awarded 200K grant from LANL for CTE equipment (will be meeting with LANL to discuss allowable expenditures)

Humanities and Business Department:

- Faculty have been notified of the merging of the School of Business and Humanities department;
- Responsibility of both departments has been assumed by Dr. Roybal and Amanda Lucero;
- Director position is currently being advertised.

Nursing:

- Currently there are 45 students enrolled, this is an increase from the 20-21 academic year of 6 students. (SG2);
- Deliver high quality education using the NMNEC curriculum and a concept-based approach to students. (SG8);
- Increase enrolment by strengthening pre-nursing preparation for admission. (SG2,4);
- Strengthen retention and completion by utilizing the nursing success model. (SG 2,4);
- Maintain an NCLEX pass rate above 80%. (SG3);
- The Nursing Program continues to provide quality education for the students enrolled in the program. The 5 fulltime faculty work as a team to assist students through the curriculum. All students are engaged and given additional assistance through the Student Success Plan until they obtain an 80% or greater average in their classes. (SG1,3);
- Ongoing evaluation of the program process takes place at weekly department meetings. Student representatives from each class are present at the department meetings to offer feedback to the department. (SG1);
- The NCLEX pass rate for the 2021 graduating class is 80% with 4 of the 5 tested, passing the exam. (SG4).

STEM:

- Awarded \$10,000 grant from Regional Development Corp for 3d Printing Competition (Spring of 2022);
- Was informed that LANL MIS Grant was not awarded;
- Awarded \$20,000 Grant for Additions to complete 3d Printing Lab and purchasing and training on AutoCAD software and large format printer. Software and printer will be used to increase course offerings in Pre-Engineering program of study;

Early Childhood Education

- To get LCC's Education Department ECED and Teacher Prep programs recognized as Educator Preparation Program by NMPED;
- To solidify the Education Department's credit for prior learning policy by aligning it with the CPL policies at other NM colleges;
- The Education Department will be sending out Grow Your OWN Teacher and Teacher Prep scholarship applications soon;
- Preschool is collaborating with the Department of Nursing;
- Nursing students will be visiting the preschool for practicum hours beginning on Friday, September 10th.

Student Success Center

- ACCUPLACER Testing 4-1-21 to 9-8-21, including Satellites
 - Main Campus---256
 - Mora-----27
 - Santa Rosa-----31
 - Springer-----21
- Fall Orientation
- LIVE 8-11-21----74 students
- ZOOM 8-19-21----2 student; 8-20-21----5 students; 8-26-21----1 student
- Assisted 436 first time freshmen, undecided and non-degree with the registration process, which included testing, interpreting ACT/SAT/Transcripts scores for placement, registering, assisting students in creation of user name and passwords to be used for blackboard, email, and computer use. Walked students through the web page for future use in courses and needed information. Also assisted students with registration from the Business Department, Allied Health, and Career and Technical Department;
- Met with at least 20 students in need of ADA Accommodations to discuss expectations, reviewed documentation, assisted students in obtaining needed documentation from agencies and local high schools, sent out accommodations. We will also review student files to see who is currently registered for FA21 and see who needs continued accommodations. Advocated for students to receive needed technology at low or no cost from local community agencies;
- Met with VP of Academics, Department Director, and instructors to address student disciplinary issues;

Future Activities

- Contact all new students to find out how things are going and if they need assistance;
- Create Early Alert Report, sent out letters and follow-up with phone calls;
- Working on Student Handbook (revising Student Code of Conduct).

Recruitment and Admissions

Fall Data as of August 30, 2021

- First time Freshmen....270
- Dual Credit.....108

- Non-Degree.....69
- Returning.....115
- Transferring.....36
- Total Applicants.....597

Accomplishments:

- Parades: Fourth of July, Mora Fiesta, Colfax Co.
- Car Show 8/21/21
- Area High School Homecoming parades

Future Activities:

- College Day Recruitment
 - 9/16/21 Taos High School
 - 9/7/21 Pojoaque High School
 - 9/27/21 East Mountain High School, Moriarty High School, Santa Rosa High School
 - 9/28/21 Tucumcari High School, Clayton High School
 - 9/29/21 Raton High School, Robertson High School, West Las Vegas High School
 - 9/30/21 Capital High School, Santa Fe High School

Registrar:

As of September 9, 2021

- Registration of PE112 Physical Fitness is open until November 2021;
- Transcript requests are being processed daily;
- Schedule Entry Forms are being processed daily as needed;
- Diplomas and Certificates are still in the process of being reviewed, awarded, and mailed out;
- Registrar's Office will meet with Parchment (transcripts) on 9/27/21 to discuss the upgrade;
- Work on the catalog will be continue this month;
- Academic Calendars will be created for the next 3 years;
- Work on the LCC degree inventory that HED has requested.

Veterans Resource Center

- 19 VA students qualified for GI Bill benefits for Fall semester 2021;
- The number of students who utilize the VRC and department resources is greater since not all qualify to use GI Bill benefits through the VA;
- Certifying students in a timely manner to receive payments;
- The VA has implemented 32 revisions to policies and procedures in the VRC office;
- Working with SAA (School Approving Agency) to officially approve of tuition and fee increase and other changes needed to remain compliant with the accreditation aspect on their end;
- Our 85/15 Waiver is set to expire in October;

- Working on new waiver and checking to see if we qualify to be renewed.

LRC:

Accomplishments

- Textbooks for classes have been placed on reserve by faculty members for specific classes. These items are located at the Circulation Desk, are available to be checked out for two hours, and must be used in the Library only.

Future Activities

- The LRC Library collection, in all formats, supports and enriches the curriculum and the academic endeavors of the students, faculty, and staff of Luna Community College. Selection of materials is a continuous process. Resources are selected by Librarians but requests by faculty, students, and staff are welcomed and encouraged. We will continue to work with the campus community to have materials that are needed.

Financial Aid: No Report

Finance and Administration Report – Mr. Morris Madrid, CFO

President Dr. Edward Martinez again reminded the Board the CFO Morris Madrid is absent, therefore he will be presenting the Action Items on his behalf.

Action Items

1. Review/Approval of Fiscal Year 20-21 4th Quarter Financial Report – HED Requirement.

Trustee Max G. Tenorio moved for approval of the Fiscal Year 20-21 4th Quarter Financial Report – HED Requirement. Trustee Dr. Gilbert Sena seconded the motion.

Madam Chair Dr. Phyllis Martinez called for a roll call vote. Roll call vote was taken and reflected the following:

Chair Dr. Phyllis Martinez	Yes	Secretary Louise L. Portillos	Yes
Trustee Mark Dominguez	Yes	Trustee Dr. Gilbert Sena	Yes
Trustee Max G. Tenorio, Jr.	Yes		

The vote for approval of the Fiscal 20-21 4th Quarter Financial Report – HED Requirement was unanimous.

2. Review/Approval of Fiscal Year 20-21 Report of Actual Revenues and Expenditures – HED Requirement.

Trustee Max G. Tenorio, Jr. moved for approval of the Fiscal Year 20-21 Report of Actual Revenues and Expenditures – HED Requirement. Madam Secretary Louise L. Portillos seconded the motion.

Madam Chair Dr. Phyllis Martinez called for a roll call vote. Roll call vote was taken and reflected the following:

Chair Dr. Phyllis Martinez	Yes	Secretary Louise L. Portillos	Yes
Trustee Mark Dominguez	Yes	Trustee Dr. Gilbert Sena	Yes
Trustee Max G. Tenorio, Jr.	Yes		

The vote for approval of the Fiscal Year 20-21 Report of Actual Revenues and Expenditures – HED Requirement was unanimous.

3. Review/Approval of Resolution related to Local Government Road Funding.

Trustee Dr. Gilbert Sena moved for approval of the Resolution related to Local Government Road Funding. Trustee Max G. Tenorio, Jr. seconded the motion.

Madam Chair Dr. Phyllis Martinez called for a roll call vote. Roll call vote was taken and reflected the following:

Chair Dr. Phyllis Martinez	Yes	Secretary Louise L. Portillos	Yes
Trustee Mark Dominguez	Yes	Trustee Dr. Gilbert Sena	Yes
Trustee Max G. Tenorio, Jr.	Yes		

The vote for approval of the Resolution related to Local Government Road Funding was unanimous.

4. Review/Approval of Research and Public Service (RPSP) requests for Fiscal Year 22-23 funding cycle. Approval required for submission to HED.

1. Nursing Enhancement Fund - \$267,000
2. Athletics - \$550,000
3. Retention & Completion - \$530,000
4. IT Enhancement - \$506,000

Trustee Max G. Tenorio, Jr. moved for approval of the Public Service (RPSP) requests for Fiscal Year 22-23 Funding cycle. Trustee Dr. Gilbert Sena seconded the motion.

Madam Chair Dr. Phyllis Martinez called for a roll call vote. Roll call vote was taken and reflected the following:

Chair Dr. Phyllis Martinez	Yes	Secretary Louise L. Portillos	Yes
Trustee Mark Dominguez	Yes	Trustee Dr. Gilbert Sena	Yes
Trustee Max G. Tenorio, Jr.	Yes		

The vote for approval of the Public Service (RPSP) requests for Fiscal Year 22-23 was unanimous.

Executive Session

Trustee Mark Dominguez moved that the Board convene in to Executive Session. Trustee Max G. Tenorio, Jr. seconded the motion.

Madam Chair Dr. Phyllis Martinez called for a roll call vote. Roll call vote was taken and reflected the following:

Chair Dr. Phyllis Martinez	Yes	Secretary Louise L. Portillos	Yes
Trustee Mark Dominguez	Yes	Trustee Dr. Gilbert Sena	Yes
Trustee Max G. Tenorio, Jr.	Yes		

The vote that the Board convene into Executive Session was unanimous.

******Trustee Max G. Tenorio, Jr. has left the meeting.***

Return to Regular Session

Trustee Mark Dominguez moved that the Board reconvene into Regular Session from Executive Session where no action was taken. Trustee Dr. Gilbert Sena seconded the motion.

Madam Chair Dr. Phyllis Martinez called for a roll call vote. Roll call vote was taken and reflected the following:

Chair Dr. Phyllis Martinez	Yes	Secretary Louise L. Portillos	Yes
Trustee Mark Dominguez	Yes	Trustee Dr. Gilbert Sena	Yes

The vote that the Board reconvene into Regular Session from Executive Session where no action was taken was unanimous.

Announcement on date, time and location of next LCC Board meeting(s)

Madam Chair Dr. Phyllis Martinez announced that the next Regular Board of Trustees Meeting is scheduled for Tuesday, October 12, 2021 @ 10:00 am in the LCC Student Success Center Board Room.

Adjourn

Trustee Dr. Gilbert Sena moved for adjournment. Madam Secretary Louise L. Portillos seconded the motion.

Madam Chair Dr. Phyllis Martinez called for a roll call vote. Roll call vote was taken and reflected the following:

Chair Dr. Phyllis Martinez Yes
Trustee Mark Dominguez Yes

Secretary Louise L. Portillos Yes
Trustee Dr. Gilbert Sena Yes

The vote for adjournment was unanimous.

Dr. Phyllis Martinez, Board Chair

Louise L. Portillos, Board Secretary

SherylAnn Yara, Recorder