



REGIONAL COALITION of LANL COMMUNITIES

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

RCLC Directors Report

Submitted to the Regional Coalition of LANL Communities Board on August 21, 2020.

RCLC Activities & Update

DOE grant updates

On August 11, 2020 the RCLC received confirmation that the repayment of \$15,767.32 for the historic grants to EM CBC has been received and is being transferred to the Treasury.

The RCLC has communicated with the EMCBC Division Chief on next steps. We have also communicated with Congressional delegation and staff regarding next steps. Delegation staff has offered to assist the Board in the grant process, in light of the temporary loss of an ED.

In addition, per Board direction the ED will provide a packet of grant application materials and related documents, as well as a template for use in submitting the new grant.

FY 2020 Audit

The Office of State Auditor has approved Kubiak Melton & Associates to complete the full financial procedures audit on the RCLC for FY 2020.

Revised JPA Update

After communicating with Governor Lovato and the Ohkay Owingeh attorney, and after consulting with Executive Committee and RCLC legal counsel, Ohkay Owingeh will consider the revised JPA at their Sept 9 Council meeting. Please note that the Pueblo has asked the RCLC to make minor corrections in references and spelling as scrivener's errors, not necessitating a revision and revote by the board or member governments.

EM Technical Working Group Meetings

EM LA and N3B held their fifth Technical Working Group (TWG) meeting on July 8 via teleconference. This meeting was the beginning review process of the Chromium plume

and review of cleanup activities to date. The TWG will revisit the MDA C proposal at an upcoming date

ECA Update

ECA Workforce Development webinar was held on Thursday, July 30th. This meeting focused on workforce development and training topics. It was informative and highlighted some great ideas happening around the country, including here in New Mexico. Although Covid 19 is restricting ECA in-person activities for the near future, I highly recommend participating in their activities for all our members.

Furthermore, as a parting suggestion, I highly recommend all our members join this organization as it provides direct access to resources and information on a variety of issues we as a region.

WEBSITE

Requested updates to the website have been completed, including all finalized minutes being placed in the meeting folders.

TRANSITION

CPLC is working diligently to ensure as seamless a transfer of controls as possible. Per Director Roybal's guidance and member communities stepping up, ED duties have been divided as follows:

1. Issue & Administer the RFP for ED services (City of Espanola has volunteered to take this on)
2. Fiscal agent duties and oversee FY 20 audit (Los Alamos County has stated they will handle these items)
3. Serve as physical mailing address for all RCLC correspondence (City of Espanola has volunteered to handle this item)
4. Draft and distribute meeting agendas and materials (Santa Fe County volunteered)
5. Draft and distribute meeting minutes (Santa Fe County)
6. Receive and process invoices, in collaboration with accountant (Councilor Izraelevitz has volunteered to handle this item in his role as Treasurer)
7. Serve as point of contact and administrator of the DOE grant process (Santa Fe County)
8. Maintain website and manage all meeting recordings (Town of Taos has volunteered)

All Materials, in print and electronic will be transferred to the RCLC Board Chair on August 27, 2020. Per direction from the Board Chair and members of the executive

committee, a complete copy of all electronic materials will also be transferred to RCLC legal counsel. This includes but is not limited to:

- RCLC Items for submittal
- Meeting Packets for the RCLC Board meetings from 2018:
 - 2018 08/17/18, 10/19/18, 12/1/2018
- Meeting packets for 2019
 - 1/26/19, 3/1/2019, 4/6/19, 6/27/19, 7/12/19, 8/16/19, 9/6/19, 10/18/19, 11/15/19, and 12/19/19
- Meeting packets for 2020
 - 01/24/20, 02/08/20, Executive Meeting 02/18/20, 03/20/20, 04/24/20, 05/15/20, 06/19/20, 07/17/20, 7/30/20, 08/21/20.
- RCLC FY19 Member Dues Invoices
- RCLC FY20 Member Dues Invoices
- RCLC EIN IRS number hard copy info
- Digital meeting recordings for meetings
- Retreat packet and backup information for 2019 and 2020
- Audit information for:
 - Agreed upon procedures Tier 4 audits for FY 2013, FY 2014, FY 2015, FY 2016, FY 2017, FY 2018
 - Full Financial Procedures Audit for FY 2020
- Contracts

Priority Items for Board consideration:

EM Grant materials draft and other materials the applicant will have to file will be transferred to the Chair and designated staff who will be the points of contact for the application. This should be acted on as soon as possible, with guidance from DOE and delegation staff.

Electronic systems including Google Drive, RCLC dedicated phone number, all email accounts, website controls, website registration accounts, and Drop Box accounts are controlled via login credentials and passwords. It is recommended that the RCLC change all passwords as soon as possible.

