



**SANDOVAL COUNTY LABOR MANAGEMENT RELATIONS BOARD
OPEN MEETINGS ACT RESOLUTION 3-17-21.1**

WHEREAS, the Labor Management Relations Board of Sandoval County, met in regular session on March 17, 2021 as required by law; and

WHEREAS, upon adoption of this resolution any previous Open Meeting Act Resolutions of the Labor Management Relations Board of Sandoval County are hereby rescinded in their entirety; and

WHEREAS, Section 10-15-1(B) of the Open Meetings Act (NMSA 1978, §10-15-1 to §10-15-4) states that, except as may otherwise be provided in the Constitution or the provisions of the Open Meetings Act, all meetings of a quorum of members of any board, commission, administrative adjudicatory body or other policy-making body of any state or local public agency held for the purpose of formulating public policy, discussing public business or for the purpose of taking any action within the authority of or the delegated authority of any board, commission or other policymaking body are declared to be public meetings open to the public at all times, except as otherwise provided in the Constitution of New Mexico or the Open Meetings Act; and

WHEREAS, any meetings subject to the Open Meetings Act, at which the discussion or adoption of any proposed resolution, rule, regulation or formal action occurs, shall be held only after reasonable notice to the public; and

WHEREAS, Section 10-15-1(D) of the Open Meetings Act requires the Labor Management Relations Board of Sandoval County, to determine annually what constitutes reasonable notice of its public meetings;

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Labor Management Relations Board of Sandoval County (“The Board”):

1. Location of Meetings Meetings of the Board will normally be held at the Sandoval County Administrative Building, 1500 Idalia Road, Building D, 2nd Floor Training Room, Bernalillo, New Mexico, 87004. The meetings are open to the public. During the Covid-19 Pandemic Emergency or other Emergency situations, the meetings may be only available for public viewing and participation through electronic methods. The method of public access shall be posted on all meeting notices.

2. Regular Meetings

a) Board meetings shall be held each quarter on the dates as specified by the Board. Generally, quarterly meetings of the Board will be held on the third Wednesday of the last month in each quarter (March, June, September, December). The final agenda will be available at least seventy-two (72) hours prior to the

meeting from the Sandoval County Department of Human Resources, located at 1500 Idalia Road, Building D, 1st floor, Bernalillo, New Mexico and also on the County's website:

<https://www.sandovalcountynm.gov/departments/human-resources/labor-management-relations-board/>

b) All regular meetings shall be noticed at least 10 working days in advance.

c) A member of the Board may participate in a meeting by means of a telephone or other electronic means. Any member participating by electronic means shall be identified when speaking. The Board shall ensure that all of its members and members of the public are able to hear any member of the Board who speaks during a meeting.

3. Special Meetings Special meetings may be called as required by law or by the Chairman at any time, or a majority of the members during a prior open meeting upon a minimum of 72 hours' notice. The notice shall include an agenda for the meeting or information on how the public may obtain a copy of the agenda. The agenda shall be available to the public at least seventy-two (72) hours before any special meeting.

4. Emergency Meetings. Emergency meetings will be called only under unforeseen circumstances that demand immediate action to protect the health, safety and property of citizens or to protect the public body from substantial financial loss. The Board will avoid emergency meetings whenever possible. Emergency meetings may be called by the Chair or the County Manager upon twenty-four (24) hours' notice, unless threat of personal injury or property damage requires less notice. The notice for all emergency meetings shall include an agenda for the meeting or information on how the public may obtain a copy of the agenda. Within ten days of taking action on an emergency matter, the County Manager shall report to the attorney general's office the action taken and the circumstances creating the emergency; provided that the requirement to report to the attorney general is waived upon the declaration of a state or national emergency.

5. Location of Notice for all Meetings. For the purpose of all meetings, as described in Paragraphs 2, 3, and 4 of this Resolution, notice requirements are met if notice of the date, time, place and agenda is posted on the first floor official bulletin board located in the Sandoval County Administrative Building, 1500 Idalia Road, Building D, Bernalillo, New Mexico and posted on the Board's website at:
<https://www.sandovalcountynm.gov/departments/human-resources/labor-management-relations-board/>

6. Accessibility. Public documents, including agenda and minutes, can be provided in various accessible formats. Please contact the Sandoval County Human Resources Department at (505) 867-7581, if a summary or other type of accessible format is needed. In addition to the information specified above, all notices shall include the following language:

“NOTICE TO PERSONS WITH DISABILITIES: If you are an individual with a disability who is in need of a reader, amplifier, qualified sign or language interpreter, or any other form of auxiliary aid or service to attend or participate in the meeting, please contact the County Manager's Office at (505) 867-7505 as soon as possible before the meeting date, preferably one week prior to the meeting date.”

7. Closed Meetings. The Board may close a meeting to the public only if the subject matter of such discussion or action is excerpted from the open meeting requirements under § 10-15-1(H) and (I) of the Open Meetings Act.

8. Cancellations and Different Meeting Times and Locations. Meetings may be cancelled or scheduled at different times and location than set forth herein. The announcement of such changes should be made, when possible, at a prior meeting of the Board.

APPROVED and ADOPTED by the Labor Management Relations Board of Sandoval County, this day of March 17, 2021

LABOR MANAGEMENT RELATIONS BOARD OF SANDOVAL COUNTY:

Ted Baca - Chair

ATTEST:

Marilyn Hill - Member

Anne Brady-Romero, County Clerk

Frank Marquez - Member

APPROVED AS TO FORM:

Robin S. Hammer, County Attorney