

Youth Development, Inc. (YDI)
3411 Candelaria Ave. NE Suite J
Alb., NM 87107
Board of Directors Meeting Agenda – In-
person February 16, 2023
5:00pm - 7:00pm

- I. Welcome**
 - a. Carl Broach, Board Chair
- II. Board Roll Call**
 - a. Antoinette Baldonado, Sr. Executive Assistant
- III. Board Meeting Call to Order**
 - a. Carl Broach, Board Chair
- IV. Introductions of Guests/Staff**
 - a. Robert Chavez, CEO
 - i. Tim Lopez and Mark Lovato
 - ii. Kelley Tester, Purchasing Director
- V. Public Comment (2 minutes)**
- VI. Approval of February Meeting Agenda**
 - a. Carl Broach, Board Chair

- VII. Proposed Seating new Board Members**
 - a. **Mary Hale – Recommendation to appoint Mark Lovato**
 - i. **Resolution #23-02-01** - that the Youth Development, Inc. Board of Directors approve the appointment of Mark Lovato to the YDI Board of Directors for a two-year term. **Resume and Application Attached.**
 - b. **Kevin Brewster – Recommendation to appoint Tim Lopez**
 - i. **Resolution #23-02-02** - that the Youth Development, Inc. Board of Directors approve the appointment of Tim Lopez to the YDI Board of Directors for a two-year term. **Resume and Application Attached.**

- VIII. YDI Employee Recognitions**
 - a. **Robert Chavez, CEO**
 - i. Concha Cordova, VP of EE and T
 - ii. Debra Baca, VP of ECE
 - iii. Diana Lopez, VP of PIBH
 - iv. Donna Martinez, VP of HR, Terri Owens-Sweetland, CFO

- Note: any item in the Consent Agenda may be moved from the Consent Agenda back to the appropriate Board Committee at this point in the meeting for discussion or action.*

- IX. Approval of Consent Agenda Items: (Discussion/Action)**
 - a. **Approval of Minutes** –Board Meeting of December 15, 2022
 - b. **Resolution #23-02-03** that the Youth Development, Inc. Board of Directors approve the engagement of Southwest Accounting Solutions (SAS) Related to the implementation of ASC842 Compliance.
 - c. **Resolution #23-02-04** that the Youth Development, Inc. Board of Directors approve the Head Start/Early Head Start Credit Card Report for December 2022 and January 2023.
 - d. **Resolution #23-02-05** that the Youth Development, Inc. Board of Directors approve the Head Start/Early Head Start Financial Budget Report for December 2022 and January 2023.

- e. **Resolution #23-02-06** that the Youth Development, Inc. Board of Directors approve the Head Start Carry Forward Application.
- f. **Resolution #23-02-10** that the Youth Development, Inc. Board of Directors Approve the Vice Presidents reports for the months of January and February 2023.

X. City of Albuquerque Quarterly Reports

- a. Diana Lopez, VP of PIBH and Concha Cordova, VP of EE and T
 - i. **Resolution #23-02-07** that the Youth Development, Inc. Board of Directors approve the Q2 Quarter Reports for Project EVO, Stay in School, Kennedy Middle School-Dream Big and Rapid Rehousing.

XI. Proposed Sick Leave Conversion and Absent without Leave Policy

- a. **Resolution #23-02-08** that the Youth Development, Inc. Board of Directors approve the YDI SL Conversion and AWOL Policy.

XII. Proposed Purchase of Heights Head Start Center

- a. **Resolution #23-02-09** that the Youth Development, Inc. Board of Directors approve Robert Chavez, YDI's CEO to submit an offer, engage in negotiations and purchase the property located at 2520 Virginia St. NE, Albuquerque, New Mexico, 87110 aka The Heights Head Start Center. The listed purchase price is \$1,949,000. not including any closing costs associated with the purchase.

XIII. Head Start Budget Modification

- a. **Resolution #23-02-11** – that the Youth Development, Inc. Board of Directors Approve the Head Start Budget Modification.

XIV. COVID 19 Policy Repealing

- a. **Resolution #23-02-12** - That the Youth Development, Inc. Board of Directors approve rescinding all COVID19 polices that were implemented as part of the COVID19 Pandemic.

XV. YDI Health Insurance Update - Donna Martinez

- a. TrueHealth to Blue Cross Blue Shield of New Mexico Transfer

XVI. VP of Early Childhood Education Report – Debra Baca

- a. Head Start Right Sizing

XVII. VP of Prevention, Intervention and Behavioral Health Report – Diana Lopez

- a. Amistad Pause
- b. Safe House

XVIII. VP of Education and Employment Report – Concha Cordova

- a. WIOA Chances

XIX. VP of Development and Communications Report – Manual

- a. Golf Tournament
- b. Comcast Grant – mobile computer lab
- c. Employee Day – May 19th

XX. CFO Report:

- a. Intacct Software conversion update
- b. FYE 06.30.2022 Financial Statement Audit update
- c. Banking relationship analysis/proposal

XXI. Board Chair Report:

- a. Carl Broach, Chair

XXII. CEO Report:

- a. Robert Chavez, CEO
 - i. Proposed Land Purchase for Head Start
 - ii. Los Lentes Potential Sell or Lease
 - iii. 2023 Legislative Update
 - iv. Heights Head Start Notification of Sale

XXIII. Adjournment:

- a. Carl Broach, Chair