



**Committee on Guidelines for Negotiations
Albuquerque / Bernalillo County Government Center
Council Committee Room 9th Floor
Wednesday, March 19, 2014
3:00 PM**

**Robert J. Perry, CAO/ Interim Chair
Diane Gibson, City Councilor
Rey Garduño, City Councilor**

**Trudy Jones, City Councilor
Vincent Yermal, Director, HRD
Lou Hoffman, DFAS**

AGENDA

- 1. Call to Order by Chief Administrative Officer / Interim Chair**
- 2. Election of Officers**
 - a. Election of New Chair (Administration Position)**
 - b. Election of New Vice Chair (Council Position)**
- 3. Approval of Agenda**
- 4. Approval of Minutes from Wednesday, March 21, 2012**
- 5. Adoption of Open Meetings Act Resolution**
- 6. Approve Committee Procedures**
- 7. Presentation from Bargaining Unit Representatives**
- 8. Closed Session**
- 9. Other Business**
- 10. Adjourn**

NOTICE TO PERSONS WITH DISABILITIES: If you have a disability and require special assistance to participate in this meeting, please contact the City Council Office at least one day before the meeting date at 768-3100. TTY users please call NM Relay at 1-800-659-8331

Resolution of the Committee on Guidelines for Negotiations to Determine Reasonable Notice of Meetings for the Calendar Year 2014

WHEREAS, Section 10-15-1(B) of the Open Meetings Act (NMSA 1978, Sections 10-15-1 to 4) states that, except as otherwise provided in the Constitution of New Mexico or the Open Meeting Act, all meeting of quorum of member of any board, commission, administrative adjudicatory body or other policy making body of any state or local 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 such body, are declared to be public meetings open to the public at all times; and

WHEREAS, Section 10-15-1(D) of the Open Meetings Act requires such committees, including the Guidelines Committee, determine at least annually what constitutes reasonable notice of its public meetings.

BE IT RESOLVED BY THE COMMITTEE ON GUIDELINES FOR NEGOTIATIONS:

Section 1. Meetings of the Committee shall be called at dates, times and locations under the Procedures for the Guidelines Committee as approved on March 21, 2012.

Section 2. Notice of meetings shall generally be as provided herein at least 72 hours prior to the meeting.

Section 3. The agenda will be available at the time of the notice and either be included within the notice of the meeting or the notice shall state the location(s) where a copy of the agenda is available.

Section 4. Emergency meetings will be called only under circumstances when an unexpected occurrence or condition, or the state resulting therefrom requires immediate consideration or action to protect the health, safety and property of citizens or to protect the public body from substantial financial loss. The Committee will avoid emergency meetings whenever possible. Emergency meetings may be called by the Chair of the Committee or any two members upon 24 hours' notice, unless the threat of personal injury or property damage requires less notice. The notice for all emergency meetings shall include an agenda for the meeting.

Section 5. For the purpose of meetings described in Section 2 of this resolution, notice requirements are met if notice of the date, time and place together with an agenda is posted in the lobby on the first floor of the Albuquerque/Bernalillo County Governmental Center. Copies of the above information as well as copies of the agenda shall be also provided to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation in Albuquerque, which entities have made a written request for notice of

public meetings. In addition, notice of the date, time and place of the meeting shall be published in a newspaper of general circulation in the City of Albuquerque at least 7 (seven) days prior to the meeting. Telephonic notice shall also be provided to at least one officer of each of the City's recognized "Employee Organizations" which telephonic notice shall state where a copy of the actual notice and agenda may be obtained. Employee Organizations may specify to staff for the Committee the name of an individual who is to be telephonically notified of a meeting.

Section 6. For the purpose of emergency meetings described in Section 4 of this resolution, notice requirements shall be met by posting notice of the date, time, place and agenda in the lobby on the first floor of the Albuquerque/Bernalillo County Government Center. Staff for the Committee shall also provide telephonic notice to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation in Albuquerque that have made a written request for notice of public meetings. Telephonic notice shall also be provided to each of the City's recognized "Employee Organizations" in the manner provided in Section 5.