RESOLUTION

ESTABLISHING AN OPEN MEETINGS POLICY FOR THE CITY OF ALBUQUERQUE LABOR MANAGEMENT RELATIONS BOARD

WHEREAS, the City of Albuquerque Labor Management Relations Board (hereinafter "Labor Board") met in regular session at Albuquerque, New Mexico, on NOV. 16, 2026, as required by law; and

WHEREAS, Section 10-15-1(B) of the State Open Meetings Act (NMSA 1978, Sections 10-15-1 to 10-15-4)("Open Meetings Act") states that, except as may be otherwise provided in the Constitution or the provisions of the Open Meetings Act, all meetings of a quorum of members of any board, council, commission, administrative adjudicatory body or other policymaking 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 such body, are declared to be public meetings open to the public at all times; and

WHEREAS, the City of Albuquerque's ("City") Public Boards, Commissions and Committees Ordinance, R.O.A. 1994, Section 2-6-1-4(B) ("Ordinance"), states that all meetings of any public board, commission or committee shall be open to the public and when held in person, shall be held at a City-owned facility;

WHEREAS, R.O.A. 1994, Section 2-6-1-4(B) states that a meeting of a public board, commission or committee may be held remotely or hybrid in-person with a remote option and that any meeting held remotely or hybrid with a remote option is subject to the requirements of the Open Meetings Act and the requirement of the Ordinance that the meeting be held at a City-owned facility;

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, NMSA 1978, Section 10-15-1(D) of the Open Meetings Act requires the Labor Board to determine annually what constitutes reasonable notice of its public meetings; and

WHEREAS, NMSA 1978, Section 10-15-1(C) of the Open Meetings Act permits the Labor Board to allow for participation by an absent member by conference call.

NOW, THEREFORE, BE IT RESOLVED by the Labor Board that:

1. Unless circumstances require otherwise, all regular meetings shall be held at the Plaza del Sol Building, 600 2nd St NW, Basement Hearing Room, 87102 and via Zoom, or in a room indicated in the meeting notice and at a time and date indicated in the meeting notice.

2. Except in the case of an emergency, all meetings shall follow an agenda which will be available at least seventy-two (72) hours prior to the meeting from the Board's secretary, whose office is located in the City of Albuquerque, Office of Administrative Hearings,

600 2nd Street NW, 6th Floor, Albuquerque, New Mexico 87102, and shall be posted on the City Clerk's website (Labor Management Relations Board — City of Albuquerque (cabq.gov)). Notice of regular meetings will be given at least ten (10) days in advance of the meeting date. The notice shall indicate how a copy of the agenda may be obtained.

3. Special meetings may be called by the Chairperson or a majority of the members upon seventy-two (72) hours notice. The notice shall include an agenda for the meeting or information on how members of the public may obtain a copy of the agenda. The agenda shall be available to the public at least seventy-two hours prior to any special meeting.

4. 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 Labor Board will avoid emergency meetings whenever possible. Emergency meetings may be called by the Chairman or a majority of the members with twenty-four hours prior 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.

5. For the purpose of regular meetings described in Paragraph 2 of this Resolution, notice requirements are met if notice of the date, time, place and agenda is posted as required in Paragraph 2. The Labor Board's secretary shall also mail copies of the written notice to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made a written request for notice of public meetings.

6. For the purposes of special meetings and emergency meetings described in Paragraphs 3 and 4 of this resolution, notice requirements are met if notice of the date, time, place and agenda is placed on the City Clerk's website as provided in Paragraph 2. The Labor Board's secretary shall also mail copies of the written notice to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made a written request for notice of public meetings.

7. In addition to the information specified above, all notices shall include the following language:

> If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, until further notice please contact Domonique Limon at the Office of Administrative Hearings, 600 2nd Street NW, 6th Floor, Albuquerque, New Mexico 87102, at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Until further notice,

please contact Domonique Limon (505) 924-3918, at the Office of Administrative Hearings if a summary or other type of accessible format is needed.

8. Unless otherwise specified, regular meetings shall be held on the first and third Mondays of each month. The dates and times of all upcoming regular meetings that have been scheduled to date are listed in the agenda for each regular meeting. The anticipated meeting dates for 2027 and early 2028 are as follows: January 11, 2027, February 1, 2027, March 1, 2027, March 15, 2027, April 5, 2027, April 19, 2027, May 3, 2027, May 17, 2027, June 7, 2027, June 21, 2027, July 19, 2026, August 2, 2027, August 16, 2027, September 20, 2027, October 4, 2027, October 18, 2027, November 1, 2027, November 15, 2027, December 6, 2027, December 20, 2027, and January 10, 2028.

9. The Labor Board may close a meeting to the public only if the subject matter of such discussion or action is excepted from the open meeting requirement under NMSA 1978, Section 10-15- 1(H) of the Open Meetings Act.
(a) If any meeting is closed during an open meeting, such closure shall be approved by a majority vote of a quorum of the Labor Board taken during the open meeting. The authority for the closed meeting and the subjects to be discussed shall be stated with reasonable specificity in the motion to close and the vote of each individual member on the motion to close shall be recorded in the minutes. Only those subjects specified in the motion may be discussed in the closed meeting.

(b) If the decision to hold a closed meeting is made when the Labor Board is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances, stating the specific provision of law authorizing the closed meeting and the subjects to be discussed with reasonable specificity is given to the members and to the general public.

(c) Following completion of any closed meeting, the minutes of the open meeting that was closed, or the minutes of the next open meeting if the closed meeting was separately scheduled, shall state whether the matters discussed in the closed meeting were limited only to those specified in the motion or notice for closure.

(d) Except as provided in NMSA 1978, Section 10-15-1(H) of the Open Meetings Act, any action taken as a result of discussions in a closed meeting shall be made by vote of the Labor Board in an open public meeting.

10. A member of the Labor Board may participate in a meeting by means of a conference telephone or other similar communications equipment when it is otherwise difficult or impossible for the member to attend the meeting in person, provided that each member participating by conference telephone can be identified when speaking, all participants are able to hear each other at the same time and members of the public attending the meeting are able to hear any member of the Labor Board who speaks during the meeting.

Passed by the City of Albuquerque Labor Management Relations Board this 16 day of Nov, 2026.

LABOR BOARD MEMBERS:

Theodore Baca, Chair

James Montalbano

Bruce Perlman