



AGENDA

REGULAR MEETING OF
THE VETERAN'S ADVISORY
BOARD
JUNE 16, 2021 5:00 PM
ATTEND VIRTUALLY

SPECIAL PROCEDURES FOR VETERANS ADVISORY BOARD MEETING

Attendance: In response to the State's declaration of a Public Health Emergency, the Mayor's Proclamation of Emergency, the ban on public gatherings in excess of those permitted in the current Public Health Order, and the need to incorporate technology and practices to re-institute in-person meetings consistet with the limitations established by the Order, the Veterans Advisory Board meeting will be conducted virtually.

Viewing: Members of the public may join the Zoom meeting by internet or phone, as follows:

Internet: To join the Zoom meeting on the internet using a computer, laptop, smartphone, or tablet, use the following link: <https://santafemgov.zoom.us/j/91023070113?pwd=QTJrQjl3M2c3TFpCRjVaRkJYZU53UT09>.

Passcode: 141109

Attendees should use the "Raise Hand" function to be recognized by the Chair to speak at the appropriate time.

Phone: To join the Zoom meeting using a phone, use the following phone numbers and Webinar ID: **US: 1 (346) 248-7799 - Webinar ID: 910 2307 0113 - Passcode: 141109**

Phone attendees should press *9 to use the "Raise Hand" function to be recognized by the Chair to speak at the appropriate time.

The agenda and packet for the meeting will be posted at <https://santafe.primegov.com/public/portal>.

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF AGENDA**
4. **APPROVAL OF MINUTES**
 - a. April 29, 2021 meeting minutes are pending



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5. **PUBLIC COMMENT**

6. **NEW BUSINESS**

- a. Request approval of the City created Veteran's Advisory Board to enter into a formal partnership via an MOA with Santa Fe Community College Foundation to provide up to \$18,000 a year to support scholarships to enrolled full time and part time veterans and their family members (Julie Sanchez, Youth and Family Services Division Director, jjsanchez@santafenm.gov, 505-955-6678)
- b. Approval of FY22 Veterans Advisory Board Meeting Calendar
- c. Discussion of FY22 Veterans Day Event
- d. Discussion of a Contract Amendment No. 2 to Contract # 21-0215 to Increase funds to support Veteran Navigation within the City of Santa Fe

7. **OLD BUSINESS**

8. **MATTERS FROM THE COMMITTEE**

9. **MATTERS FROM STAFF**

10. **NEXT MEETING: No Meeting Scheduled**

11. **ADJOURN**

Persons with disabilities in need of accommodations, contact the City Clerk's office at 955-6521, five (5) working days prior to meeting date.

MOU with SFCC Foundation
July 1, 2021 to June 30, 2025
4 years at up to \$18,000 per year, total up to \$72,000

THIS MEMORANDUM OF UNDERSTANDING is entered into on this 1st day of July, 2021, by and between Santa Fe Community College Foundation (SFCCF) and the CITY OF SANTA FE, a municipal corporation ("CITY").

RECITALS: On June 16, 2021, the City of Santa Fe Veterans Advisory Board (VAB) met and discussed redrafting the MOU with SFCC to clarify the agreement in effect since June 2016 to fund a 1:1 match between the SFCCF and the VAB in the amount of \$18,000 (\$10,000 for Veterans and \$8,000 for veterans' spouses, children and grandchildren). The VAB made a recommendation and unanimously voted to allocate \$18,000 per each fiscal year 2021 thru 2025, to be equally matched dollar for dollar through the SFCCF. In **XXXdate** of 2021, the City council unanimously voted to approve this transaction.

WITNESSETH:

The City and SFCCF desire to formalize

NOW, THEREFORE, IT IS MUTUALLY AGREED BETWEEN THE PARTIES:

1. PURPOSE.

A. To provide scholarship money in the amount of eighteen thousand dollars (\$18,000) annually for veterans and their **spouses, children and grandchildren** to be administered through the SFCCF.

B. SFCCF shall be responsible for oversight and disbursement of funds. **Marketing, outreach, advertising, and communication with the veterans' community shall be the responsibility of SFCCF. Every effort will be made to utilize the full amount of scholarship money allocated. Members of the SFVAB may collaborate with the Foundation and assist in the marketing effort.**

C. Scholarship criteria for full time and part time students (*minimum of 12 credit hours qualifies for full-time scholarship award of \$2,000; minimum of 6 credit hours qualifies for part-time scholarship award of \$1,000*):

- a. Veteran or family member, to include spouse, child, grandchild
- b. New Mexico resident
- c. Continuing students - cumulative GPA of 2.50 or higher; new students – waived GPA criteria
- d. Declared an eligible major
- e. May not be receiving other Veteran's education benefits or education benefits for Veterans' dependents (VA education benefits)
- f. Applied for any applicable "Credit for Prior Learning" <https://www.sfcc.edu/get-started/apply-and-register/credit-prior-learning/> to include:
 - i. Transfer of Credit from Another Institution
 - ii. College Level Examination Program (CLEP) Test Credit
 - iii. DSST Exam Credit
 - iv. AP Test Credit
 - v. Military Training Credit

vi. Portfolios for Credit

- g. Submitted a Free Application for Federal Student Aid (FAFSA)**
- h. Submitted a current degree plan**
- i. Submitted a copy of the veteran's DD214**
- j. Submitted a 300-500 word essay describing academic goals and how the scholarship funds will be utilized.**

D. A new category of scholarship eligibility will be established in 2021 for student veterans enrolled in less than 6 credit hours per semester. This category is created for career enhancement or personal enrichment for veterans only (excluding spouses, children and grandchildren). The criteria for a current degree plan is waived and no eligible degree major need be declared or degree plan submitted. The amount of the scholarship award will be equal to ½ of the total cost of course tuition and fees. The following criteria apply:

- a. Veteran**
- b. New Mexico resident**
- c. Continuing students - cumulative GPA of 2.50 or higher; new students – waived GPA criteria**
- d. May not be receiving other Veteran's education benefits (VA education benefits)**
- e. Submitted a Free Application for Federal Student Aid (FAFSA)**
- f. Submitted a copy of the veteran's DD214**
- g. Submitted a 300-500 word essay describing academic goals and how the scholarship funds will be utilized.**

E. Full time and part time scholarship recipients must complete their program of study within a maximum number of 90 credit hours. Courses dropped during the drop/add period are excluded from calculations. Repeat courses, incompletes, audits and withdrawals, are included in the maximum number of attempted credit hours. Once a scholarship recipient reaches the maximum number of credit hours, they are no longer eligible for the VAB Scholarship. Scholarship recipients are no longer eligible once they reach the maximum number of attempted credit hours or they graduate from their program; whichever comes first.

F. Students who have unforeseen circumstances that could not reasonably have been planned for have a one-time opportunity to appeal the suspension of the VAB Scholarship. A written appeal must be submitted to the financial aid office stating the reasons for not maintaining eligibility. The appeal and all supporting documents will be reviewed by the Financial Aid Appeals Committee. The Committee will notify the student of its decision in writing. Students whose appeal is approved will have their scholarship reinstated for the upcoming term. This term will be called Probation as their continuing eligibility will be determined after their Probationary term is over.

G. Invoicing submitted by SFCCF will be tied to reporting and will be done once per semester. When SFCCF has awarded the scholarships for the semester, a Report will be prepared using the provided SFVAB reporting form and submitted to the City along with the invoice.

H. Upon submission of the SFCCF Invoice and Report, the SFVAB City staff will acknowledge receipt of the required documentation, request payment, and serve as the POC for the SFCCF.

I. SFCCF will make a presentation to the SFVAB each year during the April meeting to report on the scholarship partnership and discuss with the SFVAB any improvements needed to the process or

implementation of the SFVAB Scholarship program. The SFCC Veterans Resource Center director will also be invited to attend the April SFVAB meeting during the SFCCF presentation.

J. At the end of each fiscal year, June 30, any un-awarded and un-invoiced scholarship funds will be returned to the general funds of the SFVAB. The new allocation of \$18,000 scholarship funds will then become available for invoicing during the next fiscal year.

NOTE: Sections 2 thru 9 remain unchanged. Please refer to the 2016 MOU for that content, and please add it here, followed by applicable signature blocks.

View the SFCC website information on the VAB scholarship:

<https://www.sfcc.edu/paying-for-school/scholarships-grants/scholarships/>

**CITY OF SANTA FE
AMENDMENT No. 1 TO
PROFESSIONAL SERVICE AGREEMENT
ITEM#19-0761**

This AMENDMENT No. 1 (the "Amendment") amends the CITY OF SANTA FE PROFESSIONAL SERVICES AGREEMENT, dated September 17, 2019 (the "Agreement"), between the City of Santa Fe (the "City") and Santa Fe Veterans Alliance. (the "Contractor"). The date of this Amendment shall be the date when it is executed by the City and the Contractor whichever occurs last.

RECITALS:

A. Under the terms of the Agreement, Contractor has agreed to provide navigation services and outreach to assist homeless, at-risk, and precariously housed veterans. As well as to assist veterans with material goods and services like food and shelter, health, and related crisis services that are available to our residents.

B. Pursuant to Article 14 of the Agreement, and for good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the City and the Contractor agree as follows:

1. COMPENSATION.

Article 3, paragraph A of the Agreement is amended to increase the amount of compensation by a total of \$30,000.00 for FY 22 and FY 23, so that Article 3, paragraph A reads in its entirety as follows:

A. The total amount payable to the Contractor under this Agreement, including gross receipts tax and expenses, shall not exceed sixty-thousand dollars (\$60,000).

3) The City shall pay to the Contractor in full payment for services

satisfactorily performed pursuant to the Scope of Work at the rate of three hundred dollars (\$300.00) per unduplicated veteran navigated under a category 2 services delivery model for up to 38 person in FY22, and a rate of twenty-five dollars (\$25.00) per unduplicated veteran navigated under a category 1 service delivery model for up to 144 persons up for a total of fifteen thousand (\$15,000.00). **The total amount payable to the Contractor under this Agreement, including gross receipts tax and expenses, shall not exceed (\$15,000.00) in FY22.**

4) The City shall pay to the Contractor in full payment for services satisfactorily performed pursuant to the Scope of Work at the rate of three hundred dollars (\$300.00) per unduplicated veteran navigated under a category 2 services delivery model for up to 38 person in FY23, and a rate of twenty-five dollars (\$25.00) per unduplicated veteran navigated under a category 1 service delivery model for up to 144 persons up for a total of fifteen thousand (\$15,000.00). **The total amount payable to the Contractor under this Agreement, including gross receipts tax and expenses, shall not exceed (\$15,000.00) in FY23.**

B. Payment in FY20, FY21, FY22 and FY23 is subject to availability of funds pursuant to the Appropriations Paragraph set for below and any negotiations between the parties from year to year pursuant to Paragraph 1, Scope of Work, and to approval by the City and the VAB. All invoices MUST BE received by the City no later than fifteen (15) days after the termination of the Fiscal Year in which the services were delivered (Invoices received after such date WILL NOT BE PAID.)

2. TERM:

This Agreement shall be effective when signed by the City and shall terminate on June 30th 2023

3. AGREEMENT IN FULL FORCE.

Except as specifically provided in this Amendment, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 1 to the Agreement as of the dates set forth below.

CITY OF SANTA FE:

Jarel LaPan Hill
Jarel LaPan Hill (May 18, 2021 14:22 MDT)

JAREL LAPAN HILL, CITY MANAGER

DATE: May 18, 2021

CONTRACTOR:

Santa Fe Veterans Alliance

[Signature]
NAME

Treasurer Mark French
TITLE

DATE: 4/16/21

CRS# EXEMPT

Registration # BUS-00233-2019

ATTEST:

[Signature]

KRISTINE BUSTONS-MIHELICIC, CITY CLERK
XIV

CITY ATTORNEY'S OFFICE:

Marcos Martinez
Marcos Martinez (Apr 1, 2021 13:04 MDT)

SENIOR ASSISTANT CITY ATTORNEY

APPROVED FOR FINANCES:

Alexis Lotero, Acting Finance Director
Alexis Lotero, Acting Finance Director (May 5, 2021 11:29 MDT)

MARY MCCOY, FINANCE DIRECTOR

22605.510310 AJH
AJH
Business Unit Line Item



City of Santa Fe
Treasury Department
200 Lincoln Ave.
Santa Fe, New Mexico 87504-0909
505-955-6551

BUSINESS REGISTRATION

Business Name: SANTA FE VETRANS ALLIANCE

Business Location: HIGHWAY 84/285 PD 1618
MENDENALES , NM 87548

Owner: SANTA FE VETRANS ALLIANCE

License Number: BUS-000233-2019

Issued Date: September 24, 2020

Expiration Date: September 24, 2021

License Type: Business License - Renewable

Classification: Out of Jurisdiction Business License

Fees Paid: \$10.00

SANTA FE VETRANS ALLIANCE
PO BOX 321
MENDENALES, NM 87548

THIS IS NOT A CONSTRUCTION PERMIT OR SIGN PERMIT.
APPROPRIATE PERMITS MUST BE OBTAINED FROM THE CITY
OF SANTA FE BUILDING PERMIT DIVISION PRIOR TO
COMMENCEMENT OF ANY CONSTRUCTION OR THE
INSTALLATION OF ANY EXTERIOR SIGN.

THIS REGISTRATION/LICENSE IS NOT TRANSFERABLE TO
OTHER BUSINESSES OR PREMISES.

TO BE POSTED IN A CONSPICUOUS PLACE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/16/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER NUTMEG INSURANCE AGENCY INC/PHS 02025657 The Hartford Business Service Center 3600 Wiseman Blvd San Antonio, TX 78251	CONTACT NAME: PHONE (866) 467-8730 FAX (888) 443-6112 (A/C, No, Ext): (A/C, No):	
	E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE NAIC#	
INSURED Elizabeth Martin DBA Elizabeth Martin and Associates PO BOX 321 MEDANALES NM 87548-0321	INSURER A: Twin City Fire Insurance Company 29459	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> General Liability			02 SBM AM4827	04/18/2021	04/18/2022	EACH OCCURRENCE	\$500,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$500,000
							MED EXP (Any one person)	\$10,000
							PERSONAL & ADV INJURY	\$500,000
GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:							GENERAL AGGREGATE	\$1,000,000
							PRODUCTS - COMP/OP AGG	\$1,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident)	
							BODILY INJURY (Per person)	
							BODILY INJURY (Per accident)	
							PROPERTY DAMAGE (Per accident)	
	<input type="checkbox"/> UMBRELLA LIAB EXCESS LIAB <input type="checkbox"/> OCCUR CLAIMS-MADE						EACH OCCURRENCE	
							AGGREGATE	
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$							
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N				PER STATUTE	OTHER
			N/A				E.L. EACH ACCIDENT	
							E.L. DISEASE - EA EMPLOYEE	
							E.L. DISEASE - POLICY LIMIT	
A	PROFESSIONAL LIABILITY			02 SBM AM4827	04/18/2021	04/18/2022	Occurrence	\$100,000
							Aggregate	\$100,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Those usual to the Insured's Operations.

CERTIFICATE HOLDER Santa Fe Veterans Alliance 223 N GUADALUPE ST STE 707 SANTA FE NM 87501	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Susan S. Castaneda</i>
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