STATE OF NEW MEXICO
Harold Runnels Building, 1190 St. Francis Drive
Santa Fe, New Mexico 87505

MEETING MINUTES
MEETING OF THE UTILITY OPERATORS
CERTIFICATION ADVISORY BOARD
July 24, 2025

Present: Ivan Abell
Michael Alvidrez
Craig Byers
Cathie Eisen, Chair
Maria Gilvarry, Vice Chair
Dale Graham
Sydney Hoke
Rick Mitchell
Bobby Towle

Absent: -----

Others present: Pam Jones, Board Administrator
Luis Lopez, Paralegal, Office of Public Facilitation
Brian Bennon
Veronica Serrano.

The Chair called the Board into order at 9:03 A.M.

Item 1. Roll call.

Action: Chair Eisen called the roll and a quorum was present. Chair Eisen introduced guests Pam Jones, Luis Lopez, Veronica Serrano, and Brian Bennon.

Item 2. Approve the July 24, 2025 amended agenda.

Action: Vice Chair Gilvarry made a motion to amend the agenda, moving agenda items #8, 9, and 10 to immediately after Agenda Item #5. Member Towle seconded approval of the amended agenda. The motion passed.

Item 3. Approval of the April 10, 2025 regular meeting minutes.

Action: Vice Chair Gilvarry moved, and Member Hoke seconded approval of the minutes from the **April 10, 2025** meeting. The motion passed.

Item 4. Approval of the May 15, 2025 meeting minutes.

Action: Member Towle moved, and Member Hoke seconded the approval of the May 15, 2025 meeting minutes. The motion passed.

Item 5. Public Comment.

Action: There was no public comment.

Item 6(#8). UOCP Advisory Board proposed Code of Professional Conduct.

Action: Vice Chair Gilvarry presented the proposed Code of Professional Conduct. The board members discussed. Member Abell moved, and Member Mitchell seconded accepting the Code of Professional Conduct proposed by Vice Chair Gilvarry. The motion passed.

Item 7(#9). UOCP Advisory Board proposed By Laws.

Action: Vice Chair Gilvarry presented the proposed By Laws. The board members discussed. Member Abell moved, and Member Mitchell seconded accepting the By Laws proposed by Vice Chair Gilvarry. The motion passed.

Item 8(#10) UOCP Advisory Board proposed Board Member Nomination procedures.

Action: Vice Chair Gilvarry presented the proposed Standard Operating Procedures for the nomination of UOCP board members. The board discussed. Vice Chair Gilvarry moved, and Member Towle seconded accepting the draft Standard Operating Procedures as proposed by Vice Chair Gilvarry.

Item 9(#6). Welcome new Advisory Board Member, Michael Alvidrez.

Action: Chair Eisen introduced Michael Alvidrez as the newest Advisory Board Member. Member Alvidrez gave a brief introduction as to his background and willingness to serve on the UOCP Advisory Board.

Item 10 (#7). Appointments of Advisory Board positions.

Action: Chair Eisen reported that Filiberto Aguirre tendered his resignation from the UOCP Advisory Board. Chair Eisen continued the discussion of board appointments by requesting a motion to approve Jennifer Cortez to serve as second alternate on the UOCP Advisory Board.

Member Mitchell made the motion to appoint Jennifer Cortez to serve as second alternate, and Member Towle seconded the motion. The motion passed.

Item 11. Drinking Water Bureau update.

Action: Tanya Trujillo gave an update on matters pertaining to the Drinking Water Bureau. Ms. Trujillo introduced Brian Bennon as the new UOCP Manager effective August 2025. Mr. Bennon introduced himself.

Item 12. New Mexico Water and Wastewater Association update.

Action: Member Byers did not give an update as he had to leave the meeting early.

Item 13. NM Surface Water Quality Bureau – Point Source Pollution Program Update.

Action: This update did not occur as the representatives from the SWQB had conflicts. It was recommended they receive updated agenda/meeting information for the next meeting.

Item 14. NM Ground Water Quality Bureau – Domestic Waste Team Update.

Action: This update did not occur as the representatives from the GWQB had conflicts. It was recommended they receive updated agenda/meeting information for the next meeting.

Item 15. NM Operator Certification Program Update.

Action: Ms. Trujillo stated that as her update was earlier in the meeting, she only wanted to report that they will be interviewing for 2 positions in the Santa Fe area. Member Towle asked about receiving certificates. Ms. Trujillo stated that she would produce and distribute the certificates.

Item 16. Other Business (including next meeting date).

Action: Chair Eisen proposed that the next meeting date be set as October 9, 2025 at 9:00am. Member Mitchell moved, and Member Towle seconded, scheduling the next meeting of the UOCP Advisory Board as October 9, 2025.

Item 17. Adjournment.

Action: Chair Eisen called for a motion to adjourn. Member Abell moved, and Member Hoke seconded the motion to adjourn. The motion passed and the meeting adjourned at 10:17am.

Cathie R Eisen 10/9/2025
Board signature