



County of Los Alamos

1000 Central Avenue
Los Alamos, NM 87544

Minutes

Board of Public Utilities Work Session

*Robert Gibson, Chair; Eric Stromberg, Vice-chair
Matt Heavner, Charles Nakhleh and Jennifer Hollingsworth, Members
Philo Shelton, Ex Officio Member
Anne Laurent, Ex Officio Member
Theresa Cull, Council Liaison*

Wednesday, September 4, 2024

5:30 PM

Municipal Building, Council Chambers

SPECIAL SESSION

Public Participation: In person or <https://us06web.zoom.us/j/89412512522>

1. CALL TO ORDER

This special work session of the Incorporated County of Los Alamos Board of Public Utilities was held on September 4, 2024 at 1000 Central Avenue in Council Chambers. Board Chair Robert Gibson called the meeting to order at 5:31 pm. Members of the public were notified of the ability to participate and provide public comment in-person or over Zoom. The following board members were in attendance:

PRESENT - 7: Members Gibson, Stromberg, Nakhleh, Heavner, Hollingsworth, Shelton and Laurent

2. PUBLIC COMMENT

Chair Gibson provided an opportunity for public comment on any item; there was none.

No action was taken on this item.

3. APPROVAL OF AGENDA

Chair Gibson asked that an opportunity for public comment on any topic be added before adjournment.

Member Heavner moved and Member Nakhleh seconded that the agenda be approved as amended. The motion passed by the following vote:

YES - 5: Members Gibson, Stromberg, Nakhleh, Heavner, and Hollingsworth

4. STRATEGIC PLANNING

4.a. [18785-24](#) Annual Strategic Planning for the Department of Public Utilities

Mr. Philo Shelton, Utilities Manager welcomed all participants and provided an overview of the need for strategic planning. He explained that the purpose is to annually review the DPU's Mission, Vision, Values, and current FY2025 Strategic Plan and to provide

direction to staff for preparing the FY2026 Strategic Plan for BPU's consideration at the regular meeting on September 18, 2024.

Mr. Shelton then introduced Ms. Kathy Darwin owner of Business Evolutions who served as the facilitator. She is a professional in Executive Coaching & Business Strategy and information about her work is available at www.kathydarwin.com. This is the third year that she has worked with the board and senior managers. Ms. Darwin then began working through the Strategic Planning agenda and documents that were provided in the meeting packet. Ms. Darwin shared the documents on screen throughout the meeting and made real-time notes and revisions.

The Utilities Manager, Deputy Utility Managers, and Public Relations Manager were all in attendance. During the discussion they responded to board member inquiries and provided clarifying information as appropriate. Ms. Darwin will provide revised documents at the September 18, 2024 regular session. The board will then vote on whether or not to adopt the revised Strategic Focus Areas, Goals & Objectives for fiscal year 2026.

RECESS from 7:26 - 7:36 pm

Chair Gibson called for public comment on strategic planning; there was none.

No action was taken on this item.

5. PUBLIC COMMENT

Chair Gibson called for public comment on any item; there was none.

6. ADJOURNMENT

The meeting adjourned at 9:02 p.m.

APPROVAL

Board of Public Utilities Chair Name

Board of Public Utilities Chair Signature

Date Approved by the Board

**September 4, 2024 ~ 5:30 pm
Board of Public Utilities – Special Work Session**

Sign-In Sheet

PLEASE PRINT:

NAME	AFFILIATION (Citizen, Business Owner, etc.)	PHONE NUMBER	EMAIL OR MAILING ADDRESS (N/A for Employees)
Kathy Darwin	Facilitator	505-480-7304	kathy.darwin@me.com
James Alarid	DUM-Engineering		
Karen Kendall	DUM-Finance & Admin		
Ben Olbrich	DUM-Power Supply		
Stephen Marez	DUM-Electric Distrib.		
Clay Moseley	DUM-GWS Services		
Cathy D'Anna	Public Relations Manager		
Thomas Wyman	Assistant County Attorney		
Kathy Casados	Executive Assistant		
Yvonne Quintana	DPU Staff		via Zoom