



Finance Subcommittee Meeting | Minutes
Tuesday, February 10, 2026, 10:00 a.m.
Training Room – VRECC
123 Don Pasqual Rd NW, Los Lunas, NM 87031

I. Call Meeting to Order

The meeting was called to order at 10:00 a.m.

II. Roll Call Finance Subcommittee Members

- a. Bosque Farms Representative – Erica Martinez – Not present
- b. Los Lunas Representative – Gregory Martin – Present
- c. Valencia County Representative – Jeff Noah – Present
- d. Rio Communities Representative – Martin Moore – Present
- e. Belen Representative – Roseann Peralta – Present
- f. Peralta Representative – Kori Taylor – Not Present

Sylvia Serna, VRECC's Finance Manager, Tommy Sanchez, VRECC's District Director, Valene Mitchell, VRECC's Human Resources Manager, Matt Propp, Valencia County Fire Chief, Jhonathan Aragon, Valencia County Manager, Andrew Tabet, Rio Communities Fire Chief, Neil Hise, 911 Board Member, Kristina Benavidez, VRECC's NCIC-TAC, Lucille Wells, VRECC's IPRA Manager, and public were also present.

III. Pledge of Allegiance

Gregory Martin led the Pledge of Allegiance.

IV. Approval of Agenda – February 10, 2026 (Action Item)

Jeff Noah motioned to approve the agenda. Neil Hise seconded the motion. Agenda was approved with no objections.

V. New Business

- a. **Discussion of the FY27 Budget** – Sylvia Serna, Finance Manager, Tommy Sanchez, District Director, and Valene Mitchell, Human Resources Manager
(Discussion Item)

Ms. Serna informed the finance subcommittee that goals for the FY27 budget included the CAD refresh project and center building maintenance. She explained the budgeted grant increase for reimbursements to include GovWorx and Prepared software. The increase for agency E-911 services is based on 2025 (calendar year) calls for service. Director Sanchez discussed the need for a



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training assistant recommended by the Accreditation Board to handle the backlog of records. The second position proposed is a finance clerk, depending on negotiations with Belen regarding the division of duties.

Ms. Mitchell confirmed the current full-time staff count is 37, with no part-time employees. She confirmed the average number of vacancies carried out throughout the year, typically two to three, but currently fully staffed since October. Ms. Serna highlights the \$75,000 increase in overtime due to coverage on the floor. Mr. Moore asked if any COLA (cost of living adjustment) was included in the budget. Ms. Serna confirmed that the budget proposal includes no COLA this year. Director Sanchez added that with COLA approved by the 911 board last time showed we can hire and retain for longer so there was no need to include this time. Director Sanchez mentioned the impact of law enforcement specials and radio protocols on overtime costs. Ms. Serna explained the budgeted benefits and insurance which included the requested two new personnel positions and trending costs.

Ms. Serna detailed the \$1.1 million capital outlay, including the Motorola CAD refresh and camera system upgrade. Director Sanchez mentioned we have already submitted to the state for reimbursement for CAD. He confirmed the FY 27 submission will be heard on April 14, and the authorization meeting is May 19. Ms. Serna explained the cash reserves are 3.7 million and that the budgeted deficit is 1.1 million to get the CAD project started. She further explained the project might not conclude by June 30 (2027) so it might have to be carried over. Ms. Serna mentioned that the ongoing cost to carry software, such as Priority Dispatch, which costs \$100,000 each year. Ms. Serna explained she looks at three to five-year trend for GRTs, increasing the budgeted amount, but budgeting it conservatively.

Ms. Serna explained the process for charges to agencies for services and how the 2025 calls for service are related to that process. Chief Propp expressed concern over the costs going up for Valencia County. Ms. Mitchell reiterated that expenses are going up in general, and as Ms. Serna mentioned the cost of carrying Priority Dispatch is \$100,000 a year. Mr. Hise also expressed the reality of costs going up while continuing to provide 911 services and doing the best to budget that even if the agencies are unhappy with the increased costs. Mr. Moore asked if the 1.1 million budgeted for capital outlay caused the agency fees to go up. Ms. Serna confirmed that no, 1.1 million is being requested from



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cash reserves. Director Sanchez said that if the 1.1 million wasn't budgeted from cash, then the agency fees would have really gone up. Ms. Serna explained the use of cash reserves for capital expenses, and keeping a minimum cash balance of 2 million for unexpected expenses.

Mr. Martin brought up the role of the finance subcommittee for newcomers. Ms. Serna explained the role of the subcommittee in discussing the budget with each agency's finance professionals or representative with the goal of presenting a budget to the board for approval on February 23rd. Mr. Aragon appreciated the explanation on the role of the finance subcommittee and the place to ask questions on the budget.

Ms. Serna expressed the challenges of VRECC not being able to have its own ICIP (Infrastructure Capital Improvement Plan). Mr. Aragon responded that it's important for the agencies VRECC supports to remember VRECC when their own ICIPs are developed and submitted. Mr. Martin mentioned it might be helpful for others to see the impact of other budget scenarios, such as removing one or more of the proposed new positions.

Chief Propp mentioned the discrepancy between the increase in calls and the increase in what VRECC is requesting. Ms. Mitchell explained that the charges for services are based on the percentage of calls for each agency, not the actual call volume. Ms. Mitchell also explained that right now the cost to agencies doesn't even cover our personnel and benefits. Ms. Serna explained the labor cost alone is approximately 75% of the budget and removing the proposed two new positions would not significantly reduce the overall cost. Chief Propp questioned the increase every year to Valencia County and asked when it's going to stop. Ms. Peralta stated it's probably not going to stop. Chief Propp suggested that it might be cheaper to contract with Bernalillo County for dispatch services to avoid the annual increase in costs.

The subcommittee discussed the role of the fiscal agent, the bookkeeping fees for their services, and the goal for VRECC to manage more of the finances internally. Mr. Martin's suggestion to the finance subcommittee is to have budget proposals that don't include any new personnel and another that only includes one new position. Ms. Serna stated she already has those budgets prepared and can share them immediately if they want to see them. Mr. Martin said if it helps to have a productive and civil meeting when it's presented for



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approval. Ms. Peralta and Mr. Martin both mentioned the importance of keeping healthy cash reserves for unexpected expenditures. Chief Propp was unhappy about the amount in the cash reserves and Mr. Martin mentioned the proposed budget is using some of the cash reserve for what's needed. Mr. Martin said that he's thrilled to see a healthy cash reserve, and he would hope taxpayers would appreciate it's managed appropriately. Mr. Sanchez said he likes to tell the board what VRECC needs and if there's any cuts, then it's from the choices of the board. The finance subcommittee discussed presenting the first budget considered to the board and having other alternatives if it's not well received.

VI. Adjournment

Meeting adjourned at 12:02 p.m.