

**Personnel Committee Meeting  
New Mexico Lottery Authority  
August 20, 2015  
MINUTES**

**Call to Order:** A. Bailey called the meeting to order at 11:39 a.m., and asked for a roll call. Present and constituting a quorum were Amy Bailey, Dan Salzwedel and Mark Koson.

Present from NMLA were; David Barden, Sylvia Jaramillo, Evelyn McKnight, Claude Austin, Paul Guerin, John Kubiak, Michael Boland and Wilma Atencio. Also present were Randy Reeves and Matt Worley with Intralot, C. Hunter and Marshall Puckett.

**Approve Proposed Agenda:** A. Bailey called for a motion to approve the proposed agenda. D. Salzwedel moved to accept the proposed agenda as presented; second by M. Koson. Carried; 3-0.

**Public Comment:** No Public Comment.

**Leave Policy:** E. McKnight presented the Revised Leave Policy. E. McKnight reported that the revised leave policy will allow employees to redeem up to a maximum of eighty (80) hours of accumulated annual leave as of December 31<sup>st</sup> of each year, which will be subject to applicable federal and state withholdings. This option will be dependent on budgetary constraints and at the discretion of the CEO. The employee's accumulated annual leave balance cannot be reduced to less than one-hundred twenty (120) hours with this redemption.

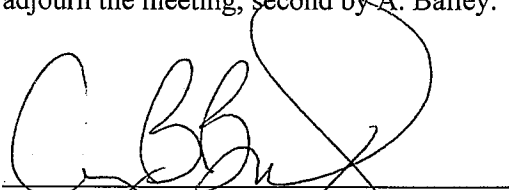
D. Barden reported that this would be an incentive for staff members and possibly affect up to ten employees.

A. Bailey asked what the logistics of this revised policy are. D. Barden reported that there would be training with staff and as the policy states, at the discretion of the CEO and budgetary constraints. There are thresholds and the lottery will ensure those are met. The lottery doesn't foresee that this would take effect this year, possibly next year.

A. Bailey entertained a motion to approve this policy. D. Salzwedel moved to recommend as presented to the full board; second by M. Koson. Carried; 3-0.

**Other:** None

**ADJOURNMENT:** A. Bailey entertained a motion to adjourn the meeting. D. Salzwedel moved to adjourn the meeting; second by A. Bailey. Carried; 3-0. The meeting adjourned at 11:45 a.m.

  
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Amy Bailey, Committee Chair

Date

  
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8/18/2015