



**NEW MEXICO TRANSIT ASSOCIATION  
BOARD OF DIRECTORS' MEETING AGENDA  
February 26, 2026 – 12:00 PM**

**Hosting Agency - Pueblo of Jemez Human Health Services Transportation**

Meeting location: Walatowa Youth Center

145 Bear Head Canyon Rd

Jemez Pueblo NM 87024

- 1. Call to Order
- 2. Roll Call

**Board Members:**

Elizabeth Carter (President), Director at Large	Present / Absent / Called In
James Barela (Vice President), Director at Large	Present / Absent / Called In
Leslie Baca (Treasurer), representing 5310 programs	Present / Absent / Called In
Rebecka Hicks, (Secretary), representing 5311 programs	Present / Absent / Called In
Eugene Lujan, representing 5307 programs	Present / Absent / Called In
Brent Roy, Business Member	Present / Absent / Called In
Todd Naktewa, Director at Large, representing Tribal Transit	Present / Absent / Called In
Tom Marking, Professional Business Member	Present / Absent / Called In
Jessica Guthrie, representing Director at Large	Present / Absent / Called In
David Armijo, representing Regional Transit Districts (RTD)	Present / Absent / Called In
Delilah Garcia, (Ex-Officio representing NMDOT)	Present / Absent / Called In

**Staff**

Melissa Drake, Executive Director	Present / Absent / Called In
-----------------------------------	------------------------------

**Guests:** \_\_\_\_\_ Present / Called In  
\_\_\_\_\_ Present / Called In

- 3. Approval of the Agenda
- 4. Approval of Meeting Minutes – November 20, 2025
- 5. Approval of Treasurer’s Monthly Financial Reports for November 2025 – January 2026
- 6. Presentations:
  - Legislative Session Update: J.D. Bullington
- 7. Action Items:
  - Nominations and Board Election to fill Open Director at Large Seat Expiring in April 2027
- 8. Discussion Items:
  - Update on 2026 NMTA Board of Directors Election Process and Seats up for election
    - Eugene Lujan – Representing Urban Transit Agencies
    - Brent Roy – Representing Business Members
    - David Armijo – Representing Regional Transit Districts
      - Election Process will be – Email requesting Nominations to be emailed by Friday, February 27<sup>th</sup>
      - Deadline to receive nominations is March 6<sup>th</sup>
      - All nominations will be confirmed by March 11<sup>th</sup>
      - Election ballots will be emailed to all members on March 16<sup>th</sup> (Election will be open from March 16<sup>th</sup> – March 27<sup>th</sup>)
  - Update for 2026 SWTA/NM Transit Joint Conference
  - Update for 2026 NM Transit Bus Roadeo
  - Coalition Build event in the Four Corners with Truckers Against Trafficking on May 7<sup>th</sup> (10am – 2pm) in Gallup, NM



**NEW MEXICO TRANSIT ASSOCIATION  
BOARD OF DIRECTORS' MEETING AGENDA**

**February 26, 2026 – 12:00 PM**

**Hosting Agency - Pueblo of Jemez Human Health Services Transportation**

Meeting location: Walatowa Youth Center

145 Bear Head Canyon Rd

Jemez Pueblo NM 87024

**9. Subcommittee Updates:**

- **Conference, Roadeo and Training**  
(James Barela, Eugene Lujan, Leslie Baca and Liz Carter)
- **Legislative and Communications**  
(Liz Carter, Tom Marking, and David Armijo)
- **Membership and Sponsors**  
(Becky Hicks, Todd Naktewa, Jessica Guthrie and Brent Roy)

**10. Board Member Announcements**

**11. Adjourn - Next Meeting Date/Time/Location: Monday, March 30 at the 2026 SWTA/NM Transit Joint Annual Conference at the DoubleTree Hotel at 1:30pm**

**NEW MEXICO TRANSIT ASSOCIATION  
BOARD OF DIRECTORS' MEETING MINUTES  
November 20, 2025 – 12:00 PM  
Virtual**

**1. Call to Order**

President Elizabeth Carter called the meeting to order at 12:01 PM.

**2. Roll Call**

**Board Members:**

Elizabeth Carter (President), Director at Large	Present
James Barela (Vice-President), Director at Large	Present
Leslie Baca (Treasurer), representing 5310 programs	Absent
Rebecka Hicks (Secretary), representing 5311 programs	Present
Eugene Lujan, representing 5307 programs	Present
Brent Roy, Business Member	Present
Todd Naktewa, Director at Large, representing Tribal Transit	Absent
Tom Marking, Professional Business Member	Present
Delilah Garcia, (Ex-Officio representing NMDOT)	Present
Jessica Guthrie, representing Director at Large	Present
David Armijo, representing Regional Transit Districts (RTD)	Present

**Staff:** Melissa Drake, Executive Director Present

**Guests:** Eva Lawrence, Judy Copley, Nick Sofoul, NCRTD  
Farley Vener, Hinkle + Landers (Cosmina Hays)

**3. Approval of the Agenda**

Motion to approve agenda: Becky Hicks; Second: James Barela.

Vote: Passed 9-0

**4. Approval of Meeting Minutes – September 18, 2025**

Motion to approve meeting minutes: James Barela; Second: Eugene Lujan.

Vote: Passed 9-0

**5. Approval of Treasurer's Monthly Financial Reports for September 2025 to October 2025**

Melissa presented. Normal business expenses. Costs for first two trainings. Waiting for NMDOT reimbursements due to a problem that has been resolved in BlackCat. We have been approved for 100% reimbursements in FY26.

Motion to approve Treasurer's reports: Becky Hicks; Second: Tom Marking.

Vote: Passed 9-0

**6. Presentations**

- **FY2025 Financial Audit – Farley Vener presenting for Hinkle + Landers**

Some audit entries required and some general ledger cleanup with Accounts Payables. It was a clean audit free of material misstatements. Farley will work with Melissa to get the general ledger entries made.

#### **7. Action Items:**

- **Approval of FY2025 Full Financial Audit**

Motion made to approve FY2025 Audit: Becky Hicks; Second: James Barela.

Vote: Passed 9-0

- **Approval of 2026 Bus Roadeo venue**

Much discussion.

Motion made to approve Sunland Park on 4/18-19/2026: Liz Carter; Second: Tom Marking.

Vote: Passed 9-0

#### **8. Discussion Items:**

- **Update for 2026 SWTA/MNTA Joint Conference**

Rich Sampson and Amanda have left the SWTA Board. The Director is now a contractor from Planet World. Melissa is working with the new director to review the Doubletree and ABQ Convention Center facilities and start discussions about sessions. We want to make sure that New Mexico is well represented. Dates are locked in 3/30 – 4/2/26.

Just got the MOU with SWTA last night. Melissa will send it out for an email vote.

#### **9. Subcommittee Updates:**

- **Conference, Roadeo and Training**

(Liz Carter, James Barela, Eugene Lujan and Leslie Baca)

Nothing additional to add.

- **Legislative and Communications**

(Tom Marking, Liz Carter and David Armijo)

Met and decided not to take anything to the 2026 legislative session. Federal cuts have put a strain on the NM revenue allocation.

- **Membership and Sponsors**

(Becky Hicks, Todd Naktewa, Jessica Guthrie and Brent Roy)

Nothing new. Liz suggested adding the interactive map just developed to the membership brochure. As an added benefit, agencies would receive a link on the map.

**10. Board Member Announcements:** Delilah Garcia told us SCRTD and Santa Fe Trails received funding from FTA NOLO (announced during our meeting). Liz Carter announced that NMTA and Melissa Drake received the Trailblazer Award this year at the LIT Conference.

#### **11. Adjourn**

Adjourn at 1:02PM.

**NEXT MEETING DATE/TIME/LOCATION: December 18, 2025 at 12PM. Virtual (if needed)**

**Balance Sheet**  
**NM Transit Association**  
As of February 17, 2026

DISTRIBUTION ACCOUNT	TOTAL
<b>Assets</b>	
Current Assets	
Bank Accounts	
1000 Bank Of America - checking	8,129.10
1010 Bank of America - Savings	48,163.45
<b>Total for Bank Accounts</b>	<b>\$56,292.55</b>
Accounts Receivable	
1100 DOT Receivable	34,522.24
1110 NMTA Receivables	1,102.00
<b>Total for Accounts Receivable</b>	<b>\$35,624.24</b>
Other Current Assets	
1200 Undeposited Funds	0.00
1300 Prepaid Insurance	1,330.30
1350 Prepaid Payroll Tax Expense - 2	0.00
1360 Prepaid Conference and Roadeo Expenses - 2	0.00
Prepaid Conference and Roadeo E	0.00
Prepaid Payroll Tax Expense	0.00
<b>Total for Other Current Assets</b>	<b>\$1,330.30</b>
<b>Total for Current Assets</b>	<b>\$93,247.09</b>
<b>Total for Assets</b>	<b>\$93,247.09</b>
<b>Liabilities and Equity</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 AP	0.49
<b>Total for Accounts Payable</b>	<b>\$0.49</b>
Other Current Liabilities	
2400 Payroll Liabilities	1,303.03
Deferred Revenue	0.00
<b>Total for Other Current Liabilities</b>	<b>\$1,303.03</b>
<b>Total for Current Liabilities</b>	<b>\$1,303.52</b>
<b>Total for Liabilities</b>	<b>\$1,303.52</b>
Equity	
3000 Net Assets	9,581.32
3020 Temp Restricted Net Assets	0.00
3200 Unrestricted Net Assets	89,009.19
Net Income	-6,646.94
<b>Total for Equity</b>	<b>\$91,943.57</b>
<b>Total for Liabilities and Equity</b>	<b>\$93,247.09</b>

NM Transit Association

1000 Bank Of America - checking, Period Ending 01/31/2026

RECONCILIATION REPORT

Reconciled on: 02/17/2026

Reconciled by: Melissa Drake

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance	17,602.20
Checks and payments cleared (10)	-7,161.11
Deposits and other credits cleared (1)	15,848.32
Statement ending balance	26,289.41

Uncleared transactions as of 01/31/2026	-18,160.31
Register balance as of 01/31/2026	8,129.10

Details

Checks and payments cleared (10)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/08/2026	Bill Payment	EFT	ADP Tax	-549.63
01/08/2026	Bill Payment	EFT	Melissa Drake	-1,787.56
01/12/2026	Bill Payment	Debit	Adobe Acrobat Systems	-21.48
01/12/2026	Bill Payment	Debit	Albertson's	-59.38
01/12/2026	Bill Payment	Debit	InstaCart	-151.40
01/22/2026	Bill Payment	Debit	Verizon Wireless	-117.92
01/23/2026	Bill Payment	EFT	Melissa Drake	-1,787.57
01/23/2026	Bill Payment	EFT	Go Daddy	-1,006.17
01/23/2026	Bill Payment	EFT	ADP Tax	-549.62
01/26/2026	Bill Payment	Debit	Go Daddy	-1,130.38

Total -7,161.11

Deposits and other credits cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/09/2026	Deposit		NM Dept. of Transportation	15,848.32

Total 15,848.32

Additional Information

Uncleared checks and payments as of 01/31/2026

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/23/2024	Bill Payment	EFT	NM Taxation and Revenue	-293.46
06/30/2024	Journal	FY2024 JE#6		-201.38
08/22/2024	Bill Payment	1979	Los Alamos County - Atomic ...	-4,500.16
09/18/2025	Bill Payment		Hinkle and Landers	-376.69
01/26/2026	Bill Payment	2036	J.D. Bullington Government R...	-1,300.00
01/26/2026	Bill Payment	2032	Rio Rancho Storage	-480.00
01/26/2026	Bill Payment	2033	Hinkle and Landers	-8,610.00
01/26/2026	Bill Payment	2034	J.D. Bullington Government R...	-1,300.00
01/26/2026	Bill Payment	2035	J.D. Bullington Government R...	-1,300.00

Total -18,361.69

Uncleared deposits and other credits as of 01/31/2026

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/30/2024	Journal	FY2024 JE#5		201.38

NM Transit Association

1000 Bank Of America - checking, Period Ending 12/31/2025

RECONCILIATION REPORT

Reconciled on: 02/17/2026

Reconciled by: Melissa Drake

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	24,706.19
Checks and payments cleared (8).....	-8,063.99
Deposits and other credits cleared (2).....	960.00
Statement ending balance.....	<u>17,602.20</u>

Uncleared transactions as of 12/31/2025.....	-5,170.31
Register balance as of 12/31/2025.....	<u>12,431.89</u>

Details

Checks and payments cleared (8)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
11/17/2025	Bill Payment	2031	J.D. Bullington Government R...	-2,600.00
12/11/2025	Bill Payment	Debit	Adobe Acrobat Systems	-21.48
12/12/2025	Bill Payment	EFT	ADP Tax	-542.30
12/12/2025	Bill Payment	EFT	Melissa Drake	-1,774.87
12/16/2025	Bill Payment	Debit	Grand Splash Marketing, LLC	-687.50
12/22/2025	Bill Payment	Debit	Verizon Wireless	-118.12
12/26/2025	Bill Payment	EFT	ADP Tax	-547.11
12/26/2025	Bill Payment	EFT	Melissa Drake	-1,772.61
<b>Total</b>				<b>-8,063.99</b>

Deposits and other credits cleared (2)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
12/02/2025	Deposit		Meadow City Express	480.00
12/09/2025	Deposit		Corre Caminos - SWRTD	480.00
<b>Total</b>				<b>960.00</b>

Additional Information

Uncleared checks and payments as of 12/31/2025

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/23/2024	Bill Payment	EFT	NM Taxation and Revenue	-293.46
06/30/2024	Journal	FY2024 JE#6		-201.38
08/22/2024	Bill Payment	1979	Los Alamos County - Atomic ...	-4,500.16
09/18/2025	Bill Payment		Hinkle and Landers	-376.69
<b>Total</b>				<b>-5,371.69</b>

Uncleared deposits and other credits as of 12/31/2025

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/30/2024	Journal	FY2024 JE#5		201.38
<b>Total</b>				<b>201.38</b>

NM Transit Association

1000 Bank Of America - checking, Period Ending 11/30/2025

RECONCILIATION REPORT

Reconciled on: 02/17/2026

Reconciled by: Melissa Drake

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance	24,811.99
Checks and payments cleared (7)	-4,777.93
Deposits and other credits cleared (1)	4,672.13
Statement ending balance	24,706.19
Uncleared transactions as of 11/30/2025	-7,770.31
Register balance as of 11/30/2025	16,935.88
Cleared transactions after 11/30/2025	0.00
Uncleared transactions after 11/30/2025	480.00
Register balance as of 02/17/2026	17,415.88

Details

Checks and payments cleared (7)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
11/14/2025	Bill Payment	EFT	Melissa Drake	-1,774.87
11/14/2025	Bill Payment	EFT	ADP Tax	-542.30
11/14/2025	Bill Payment	Debit	Adobe Acrobat Systems	-21.48
11/24/2025	Bill Payment	Debit	Metropolis Parking	-3.99
11/24/2025	Bill Payment	Debit	Verizon Wireless	-118.12
11/28/2025	Bill Payment	EFT	Melissa Drake	-1,774.85
11/28/2025	Bill Payment	EFT	ADP Tax	-542.32
<b>Total</b>				<b>-4,777.93</b>

Deposits and other credits cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
11/26/2025	Deposit		NM Dept. of Transportation	4,672.13
<b>Total</b>				<b>4,672.13</b>

Additional Information

Uncleared checks and payments as of 11/30/2025

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/23/2024	Bill Payment	EFT	NM Taxation and Revenue	-293.46
06/30/2024	Journal	FY2024 JE#6		-201.38
08/22/2024	Bill Payment	1979	Los Alamos County - Atomic ...	-4,500.16
09/18/2025	Bill Payment		Hinkle and Landers	-376.69
11/17/2025	Bill Payment	2031	J.D. Bullington Government R...	-2,600.00
<b>Total</b>				<b>-7,971.69</b>

Uncleared deposits and other credits as of 11/30/2025

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/30/2024	Journal	FY2024 JE#5		201.38
<b>Total</b>				<b>201.38</b>

Uncleared deposits and other credits after 11/30/2025

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
12/02/2025	Deposit		Meadow City Express	480.00
Total				480.00

## **Letter of interest from Nick Sofoul**

I am writing to express my interest in filling the vacant At-Large seat on the Board of Directors of the New Mexico Transit Association.

As the Executive Director of the North Central Regional Transit District, I bring over 15 years of progressively responsible experience in the public transportation industry, spanning operations, strategic planning, capital program delivery, labor relations, and executive leadership.


Throughout my career, I have had the privilege of serving transit agencies on both the East and West Coasts, which has provided me with a broad perspective on governance models, funding strategies, multimodal integration, and service delivery in urban, suburban, and rural contexts. That diversity of experience has strengthened my ability to translate best practices into practical, locally responsive solutions—particularly in complex, resource-constrained environments similar to those faced by many New Mexico systems.

I have been honored to be recognized by Mass Transit Magazine as a 40 Under 40 award recipient and selected for the Class of 2022 Leadership APTA program through American Public Transportation Association. These distinctions reflect not only professional achievement, but also a sustained commitment to advancing the transit industry through innovation, collaboration, and principled leadership.

If selected to serve in this At-Large capacity, my focus would be on advocating for transit-supportive policies at the state and regional level that strengthen funding stability, workforce development, safety, and operational resilience. I am particularly interested in elevating strategies that support frontline employees, modernize fleets and facilities, expand zero-emission initiatives, and improve service reliability for New Mexico's residents and visitors.



I believe strongly that the New Mexico Transit Association plays a critical role in unifying our state's diverse transit providers under a shared policy agenda and professional development framework. I would welcome the opportunity to contribute my executive experience, policy acumen, and statewide perspective to help advance the Association's mission and ensure public transportation remains a vital, accessible, and forward-looking service across New Mexico.

# COLLABORATE WITH TAT TO BUILD PUBLIC-PRIVATE PARTNERSHIPS TO COMBAT HUMAN TRAFFICKING




TAT's Coalition Build program is a catalyst in building public-private partnerships between key industries, law enforcement and government agencies throughout North America.<sup>1</sup> Coalition Builds create pathways for strategic engagement at the state/provincial and local levels as stakeholders come together to leverage their networks in the fight against human trafficking. Coalition Builds inspire decision makers at trucking companies, truck stops, bus companies, public transit agencies, energy companies, transportation associations, government agencies and law enforcement agencies to act while equipping them with the practical tools they need to become force multipliers in the anti-human trafficking movement. Since 2012, TAT has conducted 102 Coalition Builds in 43 states and 5 provinces.

## IMPACT HIGHLIGHTS: LAW ENFORCEMENT & STATE AGENCIES


- 
- 
- After the Orlando Coalition Build, the Florida Department of Highway Safety and Motor Vehicles teamed up with the Florida Attorney General to launch the Highway Heroes Initiative. As part of that initiative, more than 500,000 letters were sent to CDL holders across the state with information about human trafficking and how to become a certified TAT-trained driver. Other states have replicated the Highway Heroes model and launched statewide awareness campaigns of their own.
  - Following the Seattle Coalition Build, as a result of connections TAT made between the trucking industry and law enforcement, Washington State Patrol conducted a series of undercover stings at rest stops that resulted in the recovery of 54 potential human trafficking victims, seven of whom were juveniles.
  - Coalition Builds have helped TAT activate 50 U.S. states and 7 Canadian provinces to implement at least one of the six core components of the Iowa MVE Model or Canadian CVE Model,<sup>2</sup> a framework that organizes law enforcement and state agencies to utilize entry points into the trucking and bus industries to spread anti-trafficking awareness. Many are taking steps beyond the core components, such as adding information about TAT to all their safety audits, new entry registrants and carrier compliance investigations.<sup>3</sup>

## APPROACH



TAT Coalition Builds strive to establish effective and sustainable working relationships between industry leaders and law enforcement on a state/provincial and local level to combat human trafficking. While TAT plays a substantial role in spearheading the initial coalition and maintains an ongoing role in equipping its partners with training resources and guidance, it is TAT's public-sector partners (law enforcement and government agencies) along with its private-sector partners (associations and companies) who assume the lead in their communities moving forward. These efforts result in the development and implementation of effective locally-tailored strategies to close loopholes to traffickers.

## WHAT TO EXPECT



TAT Coalition Builds are half-day events that are co-hosted by state/provincial or local law enforcement and industry stakeholders. Attendees receive training on human trafficking, hear a presentation from a survivor-leader, learn about human trafficking cases that have been investigated and prosecuted in their area, gain insights into how human trafficking may be intersecting with the trucking, bus/transit or energy industries, find out how to access and utilize TAT's niche-specific training resources and receive a commitment from TAT to providing free, ongoing consultation on implementing anti-trafficking initiatives at their company/agency/organization.

For more information on TAT Coalition Builds or to discuss partnership opportunities, contact [info@tatnonprofit.org](mailto:info@tatnonprofit.org)

<sup>1</sup> TAT Coalition Builds, <https://tatnonprofit.org/coalition-builds/>

<sup>2</sup> TAT and State/Provincial Anti-Trafficking Efforts, <https://tatnonprofit.org/government-agencies/>

<sup>3</sup> Government Agency Engagement Catalog, [https://tatnonprofit.org/wp-content/uploads/government\\_agency\\_engagement\\_catalog.pdf](https://tatnonprofit.org/wp-content/uploads/government_agency_engagement_catalog.pdf)