

MEETING SUMMARY

Meeting	: Planning Committee
Date and time	: October 11, 2018 at 3:30 pm
Location of Meeting	: Mesilla Town Hall 2231 Avenida de Mesilla Mesilla, NM 88046
Chair	: Kathie Davis
Members Attending	: Present: Kathie Davis, Joshua Orozco, Angelo Vega, Gary Whitehead (by phone) Absent: Cassie Arias Staff: Steve Duran, Angela Longovia, Joe McClintock
Guests in Attendance	: None
Summary submitted by/Signature	: Angela Longovia. Communications Specialist
Next Meeting	: January 17, 2019

#	Agenda Item	Summary
1.	Call to order	Meeting called to order at 3:30 pm by Kathie Davis
2.	Welcome and Introductions	Ms. Davis welcomed everyone and asked for those in attendance to introduce themselves
3.	Roll Call & Abstentions	Ms. Longovia called roll.
4.	Approval of Agenda	A motion was made by Mr. Orozco to approve the agenda, seconded by Mr. Vega. By unanimous consent, motion carried.
5.	Discussion or Motion for Recommendation Items	<p>Approval of Summary for July 16, 2018 meeting</p> <ul style="list-style-type: none"> Mr. Vega made a motion to accept the Summary, seconded by Mr. Orozco. Mr. Whitehead abstained. Motion passed. <p>Work-Session: Modification to the Four-Year Plan Review</p> <ul style="list-style-type: none"> Mr. Duran shared that after the 30-day Public Comment period, no comments were received. Mr. Orozco shared notes he made for the Plan including typographical errors, questions and suggestions. Ms. Davis and Mr. Vega also shared questions and suggestions. The timeline plan is to have staff make edits to the Plan and send a new file to the Committee for their review with all edits highlighted. After their final review and any additional suggestions, the Plan will be sent out to all Southwestern Area Workforce Development Board members so they may have ample time to review the Plan prior to the October 25, 2018 board meeting at which time the Board will be asked to approve the Plan. The approved Plan will then be sent to the State and they will have 30 days to review it and respond with any recommendations they may have. <p>Community Workforce Action Plans by County</p> <ul style="list-style-type: none"> Mr. Duran provided an update to the Committee stating that at the last board meeting, the Board approved the Planning Committee's recommendation that workforce development plans be created for each county within the region. Mr. Duran stated that the next step for staff is to

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		build a procurement for these plans in November and hopefully have a recommendation ready for the Board to award in January 2019. We would like to have all the county plans completed by the end of June 2019.
6.	Public & Member Comments	Mr. McClintock shared the process of writing the Modified Four-Year Plan, how the focus was to answer the questions provided by the State, but still have a coherent document that the public could understand. Having the Committee read the document and provide feedback has been helpful.
7.	Next Meeting	Regular meetings will be on the third Thursday of each quarter at 3:30 pm. Next meeting will be January 17, 2019 3:30 pm at the Mesilla Town Hall in Mesilla, NM.
8.	Adjournment	Meeting was adjourned at 4:58 pm

Attested: _____

Date _____