

**Southwestern Area
Workforce Development Board
Virtual Meeting Via Zoom or Phone**

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Friday, May 13, 2022, at 10:00 a.m. (MDT)

SPECIAL MEETING MINUTES

I. Call to Order

- a. Chairman Estrada called the meeting to order at 10:06 a.m. and welcomed all attendees.

II. Roll Call and Abstentions

- a. Ms. Longovia called roll. There were no abstentions.

Present:

Alisa Estrada
Jacqueline Fryar
Joe Gristy
Robert Hawkins
Mario Juarez-Infante
Rebecca Lescombes
Michael Olguin
Erik Padilla
Anton Salome
Kim Skinner
Sharon Thomas
Mary Ulrich
Gary Whitehead

Staff:

Jay Armijo, SCCOG Executive Director
Skylar Arnold, Fiscal Administrator
Glory Juarez, WIOA Administrator
Angela Longovia, Communications Manager
Diana Luchini, Fiscal Clerk
Krisye Shook, WIOA Program Specialist
Jaymi Simms, WIOA Program Manager

Absent:

Cassie Arias-Ward
Chris Boston
Mary Ann Chavez-Lopez
Marcos Martinez
Joshua Orozco
Debbie Schoonover
Steve Siañez
Marlene Thomas-Herrera

Guests:

Veronica Alonzo
Margarito Aragon
Robert Chavez
Vanessa Dominguez
Michael Fitzpatrick
Diego Gallegos
Mary Gandara
Ofelia Holguin
Andy Huls
Peter Martinez
Camille Padilla
Marcos Peña
Cindy Quillin
Jeff Waugh

III. Public Comment

- a. No public comment

IV. Approval of Agenda

- a. Ms. Lescombes **made a motion to approve the agenda; seconded by Ms. Fryar. Motion passed.** The roll call vote was as follows:

Ms. Estrada – Yes
Ms. Fryar – Yes
Mr. Hawkins – Yes

Mr. Salome – Yes
Ms. Skinner – Yes
Ms. Thomas – Yes

Mr. Juarez-Infante – Yes
Ms. Lescombes – Yes
Mr. Olguin – Yes

Ms. Ulrich – Yes
Mr. Whitehead – Yes

V. Discussion, Consideration, and Possible Action Regarding

- a. Approval of the February 10, 2022, amended meeting minutes.

Ms. Fryar **made a motion to approve the February 10, 2022, amended meeting minutes; seconded by Ms. Ulrich. Motion passed.** The roll call vote was as follows:

Ms. Estrada – Yes
Ms. Fryar – Yes
Mr. Hawkins – Yes
Mr. Juarez-Infante – Yes
Ms. Lescombes – Yes
Mr. Olguin – Yes

Mr. Salome – Yes
Ms. Skinner – Yes
Ms. Thomas – Yes
Ms. Ulrich – Yes
Mr. Whitehead – Yes

Mr. Padilla joined the meeting after this item passed.

- b. Approval of the April 14, 2022, meeting minutes.

Mr. Padilla **made a motion to approve the April 14, 2022, meeting minutes; seconded by Ms. Lescombes. Motion passed.** The roll call vote was as follows:

Ms. Estrada – Yes
Ms. Fryar – Yes
Mr. Hawkins – Yes
Mr. Juarez-Infante – Yes
Ms. Lescombes – Yes
Mr. Olguin – Yes

Mr. Padilla – Yes
Mr. Salome – Yes
Ms. Skinner – Yes
Ms. Thomas – Yes
Ms. Ulrich – Yes
Mr. Whitehead – Yes

- c. Resolution 21 – 22 issues the award for the Request for Proposals for the WIOA Youth services as a one-year contract for PY22 (July 1, 2022 – June 30, 2023), with up to three years of renewals/extensions, and authorizes the Chair or Vice-Chair to sign the agreement.

Ms. Juarez stated that the RFP was issued on March 9, 2022, and closed on April 22, 2022. Three organizations submitted proposals: Arbor ET dba Equus Workforce Solutions, HELP New Mexico, Inc., and Youth Development, Inc. The RFP Evaluation Committee met numerous times to review the proposals. Ms. Juarez presented the Committee's recommendation letter, which included a list of the points awarded based on the evaluation criteria in the RFP. Each committee member evaluated proposals on a point system of 1,000. The final score is comprised of an average of total scores. The Committee recommended that the performance of the contract be awarded to Arbor ET dba Equus Workforce Solutions.

Ms. Lescombes asked who was on the RFP Committee. Ms. Juarez replied the members were Cassie Arias-Ward, Mary Ann Chavez-Lopez, Alisa Estrada, Mary Ulrich, and Joe McClintock.

Ms. Ulrich shared that one of the points discussed with the RFP Committee is to track the performance during the first year of the new recipient and for committees to report back to the Board on how the service provider is doing because the Board has the option of sending the proposal back to RFP the next year and each following year. This discussion took place because past service providers were not really meeting expectations. Ms. Ulrich stated that we want to assist the provider in understanding the expectations.

Mr. Salome asked about the Alamo Navajo School Board (ANSBI) and providing services at the Alamo Navajo Reservation. Ms. Juarez stated that the Alamo Navajo School Board is a government agency. The Board has a government-to-government contract with ANSBI to provide WIOA Youth services on the reservation. That contract is not required to go through an RFP process.

Ms. Juarez thanked the RFP Committee members for volunteering their valuable time evaluating the proposals.

Mr. Whitehead asked if the RFP Committee looked at Equus's attrition rate and the number of employees that left Equus and created issues versus our current provider. Ms. Ulrich responded that the Committee didn't have access to such information. They could only evaluate what was in the proposals.

Mr. Gristy joined the meeting during this discussion.

Ms. Skinner **made a motion to approve Resolution 21 – 22, accepting the RFP Evaluation Committee's recommendation to award the WIOA Youth services as a one-year contract for PY22 with up to three years of renewals/extensions to Arbor ET dba Equus Workforce Solutions; seconded by Ms. Fryar. Motion passed.** The roll call vote was as follows:

Ms. Estrada – Yes
Ms. Fryar – Yes
Mr. Gristy – Yes
Mr. Hawkins – Yes
Mr. Juarez-Infante – Yes
Ms. Lescombes – Yes
Mr. Olguin – Yes

Mr. Padilla – Yes
Mr. Salome – Yes
Ms. Skinner – Yes
Ms. Thomas – Yes
Ms. Ulrich – Yes
Mr. Whitehead – Yes

VI. Other

a. Member Input

- i. Mr. Padilla commented regarding the transition to the Youth program. He stated that YDI has some high-quality staff currently working on many projects and hopes Equus would consider bringing those staff onto their team. Ms. Padilla with Equus responded in the Chat, Absolutely. We will interview whoever's interested and applies.
- ii. Chairman Estrada stated they had their Teen Health Fair/College and Career Fair in Catron County, and she thanked both Equus and YDI for attending. She received a lot of positive feedback.
- iii. Ms. Schoonover, who was in attendance by phone, had audio issues and could not be heard. She emailed Ms. Longovia her comment saying, Please give a thank you from me to Mary and the Committee for completing the RFP process. I am hearing the whole meeting.

VII. Public Comment

- a. Ms. Longovia received public comment by email from Robert Chavez, Chief Operations Officer with YDI. He stated, YDI would like to express our sincere appreciation for the opportunity to have been able to serve the youth and families in Southwest NM. Thank you all for your support! We look forward to working with the new contractor to ensure a smooth transition.

VIII. Next Meeting

- a. Thursday, June 9, 2022, at 10:00 a.m. in Deming

IX. Adjournment

- a. Chairman Estrada adjourned the meeting at 10:41 a.m.

ATTESTED

Olivia Estrada

06/21/2022

Date

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