

Joint Meeting
of the
Region IV, Chief Elected Officials
and the
Southwestern Area Workforce Development Board

Meeting Agenda

Doña Ana County Government Center
845 N. Motel Blvd.
Las Cruces, NM 88007

To join the meeting by phone, dial: (346) 248-7799, then enter Meeting ID: 876 4454 4492
To join the meeting online via Zoom, go to: <https://us02web.zoom.us/j/87644544492>

Thursday, June 22, 2023, at 10:00 a.m.

Commissioner Manuel Sanchez – CEO Lead Chair
Ms. Alisa Estrada – SAWDB Chair

I. Call to Order

II. Pledge of Allegiance

III. Roll Call and Abstentions

- a. Chief Elected Officials (CEO)
- b. Southwestern Area Workforce Development Board (SAWDB)

IV. Public Comment (3-Minute Limit)

V. Approval of Agenda *(Items marked with an asterisk * are considered consent agenda items, as shown in the consent agenda section below. These items are approved with the motion to approve the agenda unless a member requests that a specific item be removed for its own action. There is no discussion on these items).*

VI. Consent Agenda Items

- a. Southwestern Area Workforce Development Board Consent Agenda Items
 - i. *Approval of May 4, 2023, special meeting minutes
 - ii. *Resolution 22 – 20 approves the PY23 Open Meetings Act Resolution
- b. Chief Elected Officials Consent Agenda Items
 - i. *Approval of December 15, 2022, special meeting minutes
 - ii. *Resolution 22 – 11 concurs with the Southwestern Area Workforce Development Board to approve the purchase of LobbyCentral, a customer check-in software
 - iii. *Resolution 22 – 12 concurs with the Southwestern Area Workforce Development Board to approve the PY22 SAWDB Budget Amendment Number 2
 - iv. *Resolution 22 – 13 concurs with the Southwestern Area Workforce Development Board to approve an amendment to contract agreement number PY22-WIOA-06 with Arbor E&T, LLC dba Equus Workforce Solutions to provide WIOA Youth Services for the period of July 1, 2022, through June 30, 2023, and authorizes the SAWDB Chair or Vice-Chair to sign the agreement

- v. *Resolution 22 – 14 concurs with the Southwestern Area Workforce Development Board to award the Request for Proposals for the WIOA Adult & Dislocated Worker services as a one-year contract for PY23 (July 1, 2023 – June 30, 2024), with up to three years of renewals/extensions and authorizes the SAWDB Chair or Vice-Chair to sign the agreement
- vi. *Resolution 22 – 15 concurs with the Southwestern Area Workforce Development Board to award the Request for Proposals for the WIOA One-Stop Operator services as a one-year contract for PY23 (July 1, 2023 – June 30, 2024), with up to three years of renewals/extensions and authorizes the SAWDB Chair or Vice-Chair to sign the agreement
- vii. *Resolution 22 – 16 appoints members to the Southwestern Area Workforce Development Board for terms beginning on July 1, 2023
- viii. *Resolution 22 – 17 approves the PY23 Open Meetings Act Resolution

VII. Discussion, Consideration, and Possible Action Regarding

- a. CEO Resolution 22 – 18 accepts the Independent Auditor's Report for the period of July 1, 2021, through June 30, 2022
- b. SAWDB Resolution 22 – 21 and CEO Resolution 22 – 19 approve a contract grant agreement with the New Mexico Department of Workforce Solutions and the Southwestern Area Workforce Development Board to provide Workforce Innovation and Opportunity Act services from July 1, 2023, through June 30, 2025, and authorizes the SAWDB and CEO Chairs or Vice-Chairs to sign the agreement
- c. SAWDB Resolution 22 – 22 and CEO Resolution 22 – 20 approve the PY23 SAWDB Budget for the period of July 1, 2023, through June 30, 2024
- d. SAWDB Resolution 22 – 23 and CEO Resolution 22 – 21 approve a government-to-government contract agreement with the South Central Council of Governments to provide WIOA Administrative Entity Services for the period of July 1, 2023, through June 30, 2024, and authorizes the SAWDB Chair or Vice-Chair to sign the agreement
- e. SAWDB Resolution 22 – 24 and CEO Resolution 22 – 22 approve a government-to-government contract agreement with Alamo Navajo School Board, Inc. to provide WIOA Youth Services for the period of July 1, 2023, through June 30, 2024, and authorizes the SAWDB Chair or Vice-Chair to sign the agreement
- f. SAWDB Resolution 22 – 25 and CEO Resolution 22 – 23 approve a one-year contract agreement with Arbor E&T, LLC dba Equus Workforce Solutions to provide WIOA Adult & Dislocated Worker Services for the period of July 1, 2023, through June 30, 2024, and authorizes the SAWDB Chair or Vice-Chair to sign the agreement
- g. SAWDB Resolution 22 – 26 and CEO Resolution 22 – 24 approve a second-year contract agreement with Arbor E&T, LLC dba Equus Workforce Solutions to provide WIOA Youth Services for the period of July 1, 2023, through June 30, 2024, and authorizes the SAWDB Chair or Vice-Chair to sign the agreement
- h. SAWDB Resolution 22 – 27 and CEO Resolution 22 – 25 approve a one-year contract agreement with Arbor E&T, LLC dba Equus Workforce Solutions to provide WIOA One-Stop Operator

Services for the period of July 1, 2023, through June 30, 2024, and authorizes the SAWDB Chair or Vice-Chair to sign the agreement

- i. SAWDB Resolution 22 – 28 and CEO Resolution 22 – 26 approve travel, meals, hotel, and conference fees for Southwestern Area Workforce Development Board members to attend the 2023 New Mexico Workforce Conference on October 25 – October 26, 2023, in Albuquerque, NM
- j. CEO Resolution 22 – 27 approves a government-to-government contract agreement between the Chief Elected Officials and the South Central Council of Governments to provide fiscal agent services from July 1, 2023, to June 30, 2024, and authorizes the CEO Lead Chair or Vice-Chair to sign the agreement
- k. CEO Resolution 22 – 28 approves the CEO agreement
- l. SAWDB Resolution 22 – 29 approves a Memorandum of Understanding with the City of Las Cruces
- m. CEO Resolution 22 – 29 approves the CEO meeting calendar through June 30, 2024
- n. SAWDB Resolution 22 – 30 approves the SAWDB meeting calendar through June 30, 2024
- o. Election of CEO Vice-Chair

VIII. Reports and Information Items

- a. Administrative and Financial Reports
- b. Updates from DWS Liaison

IX. Other

- a. SAWDB member input
- b. CEO member Input

X. Public Comment (3-Minute Limit)

XI. Next Meeting

- a. *See approved calendars*

XII. Adjournment

Mission: The Southwestern Area Workforce Development Board's mission is to empower individuals in the region by providing them with the tools and training they need to acquire higher paying jobs based on the needs of local businesses. With an emphasis on economic and employer-driven goals, SAWDB's cooperative programs will cater to the region's unique employment needs, allowing for more effective distribution of federal funds and serving local employers by cultivating a highly skilled workforce.

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