

**Southwestern Area
Workforce Development Board**

Board Meeting Minutes

New Mexico Farm & Ranch Heritage Museum
4100 Dripping Spring Road
Las Cruces, NM

Thursday, September 12, 2019 at 10:00 a.m.

MEETING MINUTES

I. Call to Order

- a. Chairman Orozco called the meeting to order at 10:09 a.m.

II. Welcome and Introductions

- a. Chairman Orozco welcomed everyone, asked for introductions

III. Roll Call and Abstentions

- a. Ms. Longovia called roll.
- b. Mr. Boston made a **motion to allow board members to participate in the meeting telephonically, seconded by Mr. Gristy. Motion passed.**

Present:

Cassie Arias
Chris Boston
Deborah Dean*
Joe Gristy
Marlene Herrera
Joshua Orozco
Anton Salome*
Kim Skinner
Sharon Thomas
Mary Ulrich
Gary Whitehead
*Via telephone

Staff:

Jay Armijo, Executive Director, SCCOG
Carol Craft, WIOA Program Manager
Steve Duran, WIOA Administrator
Katherine Gervasio, Fiscal Administrator
Angela Longovia, Communications Specialist
Joe McClintock, Project Manager
Yvonne Rios, Training & Development Specialist

Absent:

MaryAnn Chavez-Lopez
Alisa Estrada
Jacqueline Fryar
Alonzo Gonzales
Marcos Martinez
Michael Olguin, Jr.
Erik Padilla
Debbie Schoonover
Steve Siañez

Guests:

Darleen Lopez, NMWC
Cindy Quillin, NMWC
Alix King, NMDWS
Yvette Bayless, NMWC
Valerie Trujillo, NMWC
Patrick Madrid, NMWC
Melissa Darrow, NMWC
Tracey Bryan, Bridge of SNM
Fred Owensby, DACC
Arnold Ontiveros, YDI
Tommy Escudero, YDI

Natalie Martinez, YDI
Carrie Hernandez, LCPS
Sonya Quintero, LCPS
Dave Reiff, LCPS
Rachel Knight, LCPS-ACE
Jeff Waugh, LCPS-ACE
Teresa Vasquez, HELP-NM
Victoria Mares, HELP-NM
Roberto Montoya, SilverCity, Deming WC
Shannon Reynolds, Doña Ana
Maria Ethier, DACC Adult Ed.

IV. Public Comment

- a. None
- 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 of the agenda unless a member requests that a specific item be removed for its own action. There is no discussion on these items).

- a. Mr. Gristy made **a motion to approve the agenda; seconded by Ms. Herrera. Motion passed.** The members that voted by telephone are as follows:
Ms. Arias – Yes
Ms. Dean – Yes
Mr. Salome – Yes

VI. Consent Agenda Items – These items are approved with one motion unless a member wishes to remove an item for discussion.

- a. *Motion to accept the minutes from the July 25, 2019 meeting. Mr. Gristy made **a motion to approve the minutes; seconded by Mr. Boston. Motion passed.** The members that voted by telephone are as follows:
Ms. Arias – Yes
Ms. Dean – Yes
Mr. Salome – Yes
- b.

VII. Discussion, Consideration and Possible Action Regarding

- a. Update on the Two-Sector Strategy process. Mr. McClintock presented. Interrupted internet connection caused only a partial viewing of the video aspect of the presentation. Mr. McClintock stated a link to that video will be emailed to the board members.
- b. Presentation and discussion on a Memorandum of Agreement between the Southwestern Area Workforce Development Board and Las Cruces Public Schools to provide mentoring services to students pursuing teacher certifications. Mr. Duran presented information and indicated that a Memorandum of Agreement will be presented to the board at the November 2019 meeting to pay 50% of the LCPS mentor's salary under the apprenticeship program.
- c. Resolution 19 – 09 authorizes the Board Chair, Joshua Orozco as a signatory on the Southwestern Area Workforce Development Board's bank accounts. Mr. Boston made **a motion to accept Resolution 19 – 09; seconded by Ms. Herrera. Motion passed.** The members that voted by telephone are as follows:
Ms. Arias – Yes
Ms. Dean – Yes
Mr. Salome – Yes

- d. Resolution 19 – 10 approves a new Southwestern Area Workforce Development Board meeting calendar through June 30, 2020. At the request of Chairman Orozco, a new meeting calendar was presented with regular board meetings scheduled every other month instead of every three months. Mr. Boston made a **motion to approve Resolution 19 – 10; seconded by Ms. Thomas. Motion passed.** The members that voted by telephone are as follows:

Ms. Arias – Yes
Ms. Dean – Yes
Mr. Salome – Yes

- e. Resolution 19 – 11 approves local board policy revisions. Ms. Rios presented the edits made to the Supportive Services Policy and the Individual Training Account (ITA) Policy. With much discussion, Chairman Orozco asked for a vote to approve the Supportive Services Policy. **Motion passed.** The members that voted by telephone are as follows:

Ms. Arias – Yes
Ms. Dean – Yes
Mr. Salome – Yes

Discussion about the ITA policy included the last date to enroll participants into this program. Some members felt the last date to enroll participants should be changed while other members wanted to leave the proposed policy as-is. Chairman Orozco asked for a roll call vote to **change the enrollment date for participants into the ITA program.** The members that voted are as follows:

Ms. Arias – Yes
Mr. Boston – No
Ms. Dean – No
Ms. Gristy – No
Ms. Herrera – abstained
Mr. Orozco – Yes
Mr. Salome – Yes
Ms. Skinner – No
Ms. Thomas – Yes
Ms. Ulrich – Yes
Mr. Whitehead – No

With a tie vote, the amendment failed to pass. Chairman Orozco asked for a vote to approve the ITA Policy as presented. Motion passed. The members that voted by telephone are as follows:

Ms. Arias – Yes
Ms. Dean – Yes
Mr. Salome – Yes

VIII. Reports and Information Items

a. Committee Reports:

- i. Disabilities Committee: Mr. Boston presented the items that were discussed at the June 14, 2019 meeting
- ii. Monitoring Committee: Ms. Skinner shared what the Monitoring Committee covered at the Special Meeting that took place on August 15, 2019
- iii. One-Stop Committee: Ms. Ulrich reported for the April 25, 2019 meeting
- iv. Planning Committee: Mr. Duran shared items from the January 17, 2019 meeting
- v. Youth & Young Adult Committee: Ms. Ulrich shared the discussion from the June 18, 2019 meeting

b. Service Provider Reports

- i. ResCare Workforce Services: Ms. Bayless reported for the Adult & Dislocated Worker services
 - ii. Youth Development, Inc.: Mr. Ontiveros presented for the Youth services
 - c. Site Manager's Reports
 - i. Deming and Silver City: Mr. Roberto provided updates for the workforce centers in both Deming and Silver City
 - ii. Las Cruces: Ms. Lopez provided information about the Las Cruces, Socorro, and Truth or Consequences workforce centers
 - d. One-Stop Operator Report
 - i. Ms. Lopez shared the latest information about the workforce activities and goals for the region
 - e. Administrative and Financial Reports
 - i. Ms. Longovia presented social media posts and updates to the regional website
 - ii. Ms. Rios reported the technical assistance and trainings provided to the service providers and the service providers' service goals and budget summary
 - iii. Ms. Gervasio stated there was a glitch in the formulas of her spreadsheet causing inaccurate reporting. A corrected report will be emailed to the members the following day.

IX. Professional Development

- a. Presentation – Online Career Exploration Services
 - i. With internet issues, Mr. Duran stated that a link for the Online Career Exploration Services would be emailed to the board members

X. Other

- a. Member Input
 - i. Ms. Thomas shared information about Electronic Care Giver, a large employer in Las Cruces

XI. Public Comment (3-Minute Limit)

- a. Ms. Bryan from the Bridge of Southern New Mexico spoke

XII. Next Meeting

- a. Thursday, November 7, 2019 at 10:00 a.m.

XIII. Adjournment

- a. Meeting was adjourned at 1:24 p.m.

ATTESTED

Date