

## DRAFT OF MEETING SUMMARY

<b>Meeting</b>	: <b>Special Planning Committee</b>
Date and time	: February 20, 2020 at 3:30 p.m.
Location of Meeting	: Mesilla Town Hall 2231 Avenida de Mesilla Mesilla, NM 88046
Chair	: Gary Whitehead
Members Attending	: <b>Present:</b> Joe Gristy, Michael Olguin (by phone), Sharon Thomas, Gary Whitehead <b>Absent:</b> Cassie Arias <b>Staff:</b> Angela Longovia, Joe McClintock
Guests in Attendance	: Yvette Bayless, ResCare; Eric Rivera, ResCare; James Fielder, ResCare; Patrick Madrid, ResCare; Darleen Lopez, ResCare
Summary submitted by/Signature	: Angela Longovia, Communications Specialist
Next Meeting	: April 9 or 10, 2020 at 3:00 p.m.

#	Agenda Item	Summary
1.	<b>Call to order</b>	Meeting was called to order at 3:40 p.m. by Mr. Whitehead
2.	<b>Welcome and Introductions</b>	Mr. Whitehead welcomed everyone and asked for introductions
3.	<b>Roll Call &amp; Abstentions</b>	Ms. Longovia called roll
4.	<b>Participation by Telephone</b>	Mr. Gristy made a motion to allow participation by phone, seconded by Ms. Thomas. Motion passed.
5.	<b>Approval of Agenda</b>	A motion was made by Mr. Gristy to change the order of Discussion or Motion for Recommendation Items and approve the modified agenda, seconded by Mr. Whitehead. Motion passed.
6.	<b>Discussion or Motion for Recommendation Items</b>	<p>Approval of Summary for October 31, 2019</p> <ul style="list-style-type: none"> <li>Ms. Thomas made a motion to approve the summary, seconded by Mr. Gristy. Motion passed.</li> </ul> <p>Four-year Plan for PY2020 – 2023</p> <ul style="list-style-type: none"> <li>There was much discussion about what members would like to see in the Four-Year Plan. Sector Strategies became the focus and ideas were proposed about how this will be implemented.</li> <li>In setting goals and monitoring progress, Mr. Whitehead proposed Stair-Step system for setting smaller, more short-term goals (Year 1, Year 2, Year 3, Year 4) rather than one large goal to be met in four years.</li> <li>Mr. Whitehead requested that the service provider staff in attendance return to the next meeting with feedback for the tasks related to the current Four-Year Plan, the successes of our El Paso partners, and their view of the Stair-Step system</li> </ul>

#	Agenda Item	Summary
		<ul style="list-style-type: none"> <li>Mr. McClintock introduced the Community Input Forums for Workforce Plan to be held in each of our seven counties in March. The committee formulated questions to be presented at the forums and Mr. Whitehead asked that they be emailed to everyone at the meeting for feedback.</li> </ul> <p>Update Sector Strategy Industries</p> <ul style="list-style-type: none"> <li>Much time was spent discussing sector strategies while discussing the Four-Year Plan.</li> <li>Ms. Thomas suggested putting a committee together to work on the sector strategies</li> </ul>
7.	<b>Public &amp; Member Comments</b>	No comments
8.	<b>Next Meeting</b>	April 9 or 10 at 3:00 p.m.
9.	<b>Adjournment</b>	Meeting was adjourned at 4:28 p.m.

Attested: \_\_\_\_\_

Date \_\_\_\_\_