

Region IV, Chief Elected Officials

Meeting

U.S. Forest Service
203 First St.
Magdalena, NM 87825

Friday, March 15, 2019 at 12:00 p.m.

MEETING MINUTES

I. Call to Order

Mayor Miyagishima called the meeting to order at 12:11 p.m.

II. Pledge of Allegiance

a. Mayor Miyagishima asked everyone to join him in the Pledge of Allegiance

III. Approval for Participation by Telephone

a. Trustee Arzabal made **a motion to approve meeting participation by telephone for Commissioner Smrkovsky and Mayor Trujillo; seconded by Commissioner Salas. Motion carried unanimously.**

IV. Welcome and Introductions

a. Mayor Miyagishima welcomed everyone to the meeting and asked those present to introduce themselves.

V. Presentation on Magdalena

a. Mayor Rumpf spoke about Magdalena, the wonderful people, upcoming events, and shared photos of night sky views Magdalena is known for

VI. Roll Call and Abstentions

a. Ms. Longovia called roll.

Present:

Trustee Lucas Carlos Arzabal
City Councilor Irene Galvan
Mayor Benny Jasso
Mayor Ken Miyagishima
Mayor Andy Nuñez
Mayor Richard Rumpf
Commissioner Marth Salas
Commissioner Linda Smrkovsky*
Mayor Diana Trujillo*
Mayor Sandy Whitehead

Absent:

Mayor Richard Bauch
Mayor Pro Tem Gordy Hicks
Mayor Hilda Kellar
Mayor Charles Kelly
Mayor Eunice Kent
Mayor Ken Ladner
Chapter President Buddy Mexicano
Mayor Javier Perea
Commissioner Christopher Ponce
County Clerk Keith Riddle
Mayor Pro Tem Freddie Rodriguez
Mayor Esequiel Salas
Commissioner Mary Ann Stewart
Mayor Deb Stubblefield

Staff:

Jay Armijo, SCCOG Executive Director
Carol Craft, WIOA Program Manager
Steve Duran, WIOA Administrator

Guests:

Alix King, DWS-WIOA
Yvette Bayless, A/DW
Natalie Martinez, A/DW

Katherine Gervasio, Fiscal Agent
Angela Longovia, Communications Specialist
Yvonne Rios, Training & Development Specialist

Monica Silva, A/DW
Darleen Lopez, A/DW
Eric Rivera, WIOA A/DW
Miguel Martinez, HELP-NM

VII. Public Comment

No public comment

VIII. Approval of Agenda

- a. **Agenda Approval – Approval of the agenda includes approval of the Consent Agenda Items.** Trustee Arzabal made **a motion to approve the agenda; seconded by Commissioner Salas. Motion carried unanimously.** The members that voted by telephone are as follows:

Commissioner Smrkovsky – Yes
Mayor Trujillo – Yes

Consent Agenda Items – *(Items marked with an asterisk * are considered items that may be voted on with one motion unless a member requests that a specific item be removed for its own action. There is no discussion on these items).*

- b. *Motion to accept the minutes from the December 14, 2018 meeting
- c. *Resolution 18 – 25 concurs with the Southwestern Area Workforce Development Board to approve the new policies and modifications to existing WIOA policies to be effective on February 1, 2019
- d. *Resolution 18 – 26 concurs with the Southwestern Area Workforce Development Board to approve the Grievance Policy 18 – 10. Additionally, corrections were made to replace WIA with WIOA
- e. *Resolution 18 – 27 concurs with the Southwestern Area Workforce Development Board to authorize the administrative entity to negotiate an extension of a lease agreement to provide office space for its service providers and workforce partners at 505 S. Main St. in Las Cruces, NM, and authorizes the WIOA Administrator to sign the lease agreement
- f. *Resolution 18 – 28 concurs with the Southwestern Area Workforce Development Board to approve extending the Youth Career Academy contract with ResCare Workforce Services from December 31, 2018 to February 28, 2019; and to provide services to all eligible out-of-school youth, as permitted under WIOA, and authorizes the Chair or Vice-Chair to sign the agreements
- g. *Resolution 18 – 29 concurs with the Southwestern Area Workforce Development Board to authorize Michael Olguin, Jr., Jay Armijo, and Kim Skinner as authorized signatories for all Southwestern Area Workforce Development Board bank accounts

IX. Professional Development

- a. Presentation on the Youth Career Academy. Ms. Lopez from ResCare shared testimonials, photos, videos from staff and participants of the Youth Career Academy pilot program.

X. Discussion, Consideration and Possible Action Regarding

- a. Resolution 18 – 30 accepts the Independent Auditor's Report for the period of July 1, 2017 to June 30, 2018. Ms. Gervasio, Fiscal Administrator, introduced Mr. Stone of Stone, McGee & Co., C.P.A. who presented the report by phone. **A motion was made by Trustee Arzabal to approve Resolution 18 – 30; seconded by Mayor Jasso. Motion**

carried unanimously. The members that voted by telephone are as follows:

Commissioner Smrkovsky – Yes

Mayor Trujillo – Yes

- b. Resolution 18 – 31 concurs with the Southwestern Area Workforce Development Board to accept recommendations from the Board members and staff who attended the 2018 Texas Workforce Conference. **A motion was made by Trustee Arzabal to approve Resolution 18 – 31; seconded by Commissioner Salas. Motion carried unanimously.**

The members that voted by telephone are as follows:

Commissioner Smrkovsky – Yes

Mayor Trujillo – Yes

- c. Resolution 18 – 32 concurs with the Southwestern Area Workforce Development Board to approve Policy 18 – 12 Workforce Center Purchases that establishes a process for Board purchases of equipment and furnishings for workforce centers and offices. **A motion was made by Trustee Arzabal to approve Resolution 18 – 32; seconded by Mayor Jasso. Motion carried unanimously.** The members that voted by telephone are as follows:

Commissioner Smrkovsky – Yes

Mayor Trujillo – Yes

- d. Resolution 18 – 33 concurs with the Southwestern Area Workforce Development Board to establish elementary, middle school, and secondary teachers as an occupation-in-demand for those pursuing Level 1 Licensure in the State of New Mexico through June 30, 2024. **A motion was made by Councilor Galvan to approve Resolution 18 – 33; seconded by Commissioner Salas. Motion carried unanimously.** The members that voted by telephone are as follows:

Commissioner Smrkovsky – Yes

Mayor Trujillo – Yes

- e. Resolution 18 – 34 appoints or reclassifies individuals to the Southwestern Area Workforce Development Board. **A motion was made by Trustee Arzabal to approve Resolution 18 – 34; seconded by Mayor Nuñez. Motion carried unanimously.** The members that voted by telephone are as follows:

Commissioner Smrkovsky – Yes

Mayor Trujillo – Yes

XI. Reports and Information Items

a. Announcement Letter of USDOL Monitoring Review

- i. Mr. Duran shared a letter from the U.S. Department of Labor to Honorable Bill McCamley about staff conducting a desk and on-site review of WIOA Title I programs April 8-12, 2019. The purpose of the review is to measure progress, identify areas of compliance, offer opportunities for technical assistance, and collect promising practices.

b. Administrative & Fiscal Reports

- i. Ms. Longovia, the Communications and Graphic Design Specialist, presented her social media posts from November 1, 2018 through January 31, 2019.
- ii. Ms. Rios, Training Specialist, reported the number of technical assistance sessions and trainings she and Ms. Craft provided for the WIOA Adult & Dislocated Worker program and the Youth program from November 1, 2018 through January 31, 2019.
- iii. Ms. Craft, the Program Manager, shared her report on the service provider goals

versus actuals for the Alamo Navajo School Board Youth, HELP-New Mexico Youth, and ResCare's Adult & Dislocated Worker services for the same time period.

- iv. Ms. Gervasio, the Fiscal Administrator, reported on the financial statements through January 31, 2019 which includes the balance sheet, statement of revenues, expenditures, and changes in fund balances.

XII. Public Comment (3-Minute Limit)

- a. Ms. Bayless with ResCare, the service provider for the Adult & Dislocated Worker programs, commented on spending funds.

XIII. Other

a. **Member Input –**

- i. Mayor Trujillo announced she is getting married and invited everyone to attend.

XIV. Next Regular Meetings

- a. The next meeting is to be determined.

XV. Adjournment

Mayor Miyagishima adjourned the meeting at 2:21 p.m.

ATTESTED

Date