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Joint Meeting
of the Region IV, Chief Elected Officials
and the Southwestern Area Workforce Development Board
Andres Z. Silva Conference Center
119 E. Pine St.
Deming, NM 88030
Friday, June 21, 2019 at 10:00 a.m.

DRAFT OF MEETING MINUTES

I. Call to Order

- a. Mayor Miyagishima called the joint meeting to order at 10:00 a.m. with Chairman Olguin.

II. Pledge of Allegiance

- a. Mayor Miyagishima led the Pledge of Allegiance.

III. Welcome and Introductions

- a. Mayor Miyagishima welcomed everyone and asked members for introductions.
b. CEO telephonic participation: Mayor Nuñez made a motion to allow members to participate by phone, seconded by Mayor Jasso. Motion passed.
c. SAWDB telephonic participation: Mr. Orozco made a motion to allow members to participate by phone, seconded by Mr. Martinez. Motion passed.

IV. Roll Call and Abstentions

- a. Ms. Longovia called roll for the CEO board
b. Ms. Longovia called roll for the SAWDB board

CEO Present

Mayor Richard Bauch
City Councilor Guadalupe Cano
City Councilor Irene Galvan
Mayor Pro Tem Gordy Hicks
Mayor Benny Jasso
Mayor Ken Miyagishima
Mayor Andy Nuñez
Mayor Richard Rumpf
Mayor Esequiel Salas
Mayor Deb Stubblefield*
Mayor Pro Tem Edna Trager*
Mayor Sandy Whitehead

CEO Absent

Trustee Lucas Carlos Arzabal
Mayor Hilda Kellar
Mayor Charles Kelly
Chapter President Buddy Mexicano
Commissioner Jim Paxon
Mayor Javier Perea
Commissioner Christopher Ponce
County Clerk Keith Riddle
Mayor Pro-Tem Freddie Rodriguez
Commissioner Martha Salas
Commissioner Linda Smrkovsky
Mayor Diana Trujillo

SAWDB Present

Cassie Arias
Mary Ann Chavez-Lopez*
Deborah Dean
Alisa Estrada*
Marcos Martinez
Michael Olguin
Joshua Orozco
Erik Padilla
Debbie Schoonover
Steve Siañez
Kim Skinner*

SAWDB Absent

Chris Boston
Jacqueline Fryar
Alonso Gonzales
Joe Gristy
Marlene Herrera
Antón Salome
Leona Wagner
Gary Whitehead

Guests Present

Jackie Keifer, DACC

49 Mary Ulrich Eric Rivera, WIOA Adult/DW
 50 Alix King, NMDWS-WIOA
 51 **Staff Present:** Concha Cordova, YDI
 52 Carol Craft, Program Manager Robert Chavez, YDI
 53 Steve Duran, WIOA Administrator Diego Gallegos, YDI
 54 Katherine Gervasio, Fiscal Administrator Carrie Hernandez, LCPS
 55 Angela Longovia, Communications Specialist Rachel Knight, LCPS
 56 Joe McClintock, Project Manager Jeff Way, LCPS
 57 Yvonne Rios, Training & Development Spec. Karen Ramage, OSO-ResCare
 58 Raymond Peña, NMYCA
 59 *Via telephone Roberto Montoya, NMDWS WC
 60 Teresa Vasquez, HELP-NM
 61 Melanie Goodman, Sen. Udall's Office
 62 Sharon Thomas, SCRTD
 63 Bill McCamley, DWS Cabinet Secretary

64 **V. Public Comment**

65 a. Cabinet Secretary Bill McCamley spoke about the Governor's priorities and the need for
 66 skilled workers

67 **VI. Approval of Agenda**

68 a. Chief Elected Officials Agenda Approval – A motion was made to approve the agenda by
 69 Mayor Pro Tem Hicks; seconded by Mayor Nuñez. Motion passed.

70 b. Southwestern Area Workforce Development Board Agenda Approval - Mr. Orozco **made**
 71 **a motion to approve the agenda; seconded by Mr. Padilla. Motion carried**
 72 **unanimously.** The SAWDB members that voted by telephone are as follows:
 73 **Ms. Chavez-Lopez – Yes**
 74 **Ms. Estrada – Yes**
 75 **Ms. Skinner – Yes**

76 **VII. Professional Development**

77 a. Presentation from Raymond Peña with New Mexico National Guard Youth Challenge
 78 Academy based in Roswell, NM

79 **VIII. Consent Agenda Items for Action**

80 a. Southwestern Area Workforce Development Board Consent Agenda Items
 81 i. *Motion to approve the minutes of the April 24, 2019 meeting
 82 ii. *SAWDB Resolution 18 – 41 approves the Open Meetings Act Resolution for the
 83 period of July 1, 2019 through June 30, 2020

84 **A motion to approve the SAWDB Consent Agenda Items was made by Mr. Padilla;**
 85 **seconded by Ms. Dean. Motion carried unanimously.** The members that voted by telephone
 86 are as follows:

87 **Ms. Estrada – Yes**
 88 **Ms. Skinner – Yes**

89 b. Chief Elected Officials Consent Agenda Items

90 i. *Motion to approve the minutes of the March 15, 2019 meeting
 91 ii. *CEO Resolution 18 – 35 concurs with the Southwestern Area Workforce
 92 Development Board to award the Request for Proposals for the Workforce
 93 Innovation and Opportunity Act Youth Services from July 1, 2019 to June 30,
 94 2020, with an option to renew annually for up to two consecutive years, and
 95 authorizes the Chair or Vice-Chair to sign the agreement

- 96 iii. *CEO Resolution 18 – 36 concurs with the Southwestern Area Workforce
97 Development Board to approve new and modified local board policies
- 98 iv. *CEO Resolution 18 – 37 approves the Open Meetings Act Resolution for the
99 period of July 1, 2019 through June 30, 2020
- 100 v. *CEO Resolution 18 – 38 appoints individual to the Southwestern Area
101 Workforce Development Board

102 **A motion to approve the CEO Consent Agenda Items was made by Mayor Nuñez;**
103 **seconded by Mayor Whitehead. Motion carried unanimously.** The members who voted by
104 telephone are as follows:
105 **Mayor Pro Tem Trager – Yes**
106 **Mayor Stubblefield – Yes**

107 **IX. Discussion, Consideration and Possible Action Regarding**
108 Mayor Miyagishima asked for a motion to suspend the rules for items a through k until after
109 discussion. Board Chairman Olguin agreed. **A CEO motion to suspend the rules for items a**
110 **through k until a discussion was made by Mayor Nuñez;** seconded by Councilor Cano.
111 Motion carried unanimously. The CEO members that voted by telephone are as follows:
112 **Mayor Pro Tem Trager – Yes**
113 **Mayor Stubblefield – Yes**

114 **An SAWDB motion to suspend the rules for items a through k until a discussion was**
115 **made by Ms. Ulrich; seconded by Mr. Orozco.** Motion carried unanimously. The SAWDB
116 members that voted by telephone are as follows:
117 **Ms. Estrada – Yes**
118 **Ms. Skinner – Yes**
119 a. Joint CEO and SAWDB Resolution 18 – 00 authorizes the Administrative Entity to
120 negotiate a government to government contract agreement between the NM Department
121 of Workforce Solutions and the Southwestern Area Workforce Development Board to
122 perform Workforce Innovation and Opportunity Act services for the period of July 1, 2019
123 to June 30, 2021, and authorizes the CEO Chair or CEO Vice Chair and the SAWDB
124 Chair or SAWD Vice Chair to sign the agreement. **A CEO motion to approve Joint CEO**
125 **and SAWDB Resolution 18 – 00 was made by Councilor Galvan; seconded by Mayor**
126 **Whitehead.** Motion carried unanimously. The CEO members that voted by telephone are
127 as follows:
128 **Mayor Pro Tem Trager – Yes**
129 **Mayor Stubblefield – Yes**

130 **An SAWDB motion to approve Joint CEO and SAWDB Resolution 18 – 00 was**
131 **made by Mr. Orozco; seconded by Mr. Padilla.** Motion carried unanimously. The
132 SAWDB members that voted by telephone are as follows:
133 **Ms. Estrada – Yes**
134 **Ms. Skinner – Yes**

135 b. Joint CEO and SAWDB Resolution 18 – 01 approves the Final PY19FY Budget for
136 Workforce Innovation and Opportunity Act services for the period of July 1, 2019 through
137 September 30, 2020 and authorizes the sub-recipients' PY19 contract agreements to be
138 funded in accordance to the approved budget amounts. **A CEO motion to approve**
139 **Joint CEO and SAWDB Resolution 18 – 01 was made by Mayor Pro Tem Hicks;**
140 **seconded by Mayor Jasso. Motion carried unanimously.** The CEO members that
141 voted by telephone are as follows:
142 **Mayor Pro Tem Trager – Yes**
143 **Mayor Stubblefield – Yes**

144 **An SAWDB motion to approve Joint CEO and SAWDB Resolution 18 – 01 was**
145 **made by Ms. Arias; seconded by Mr. Padilla. Motion carried unanimously.** The

- 146 SAWDB members that voted by telephone are as follows:
147 **Ms. Estrada – Yes**
148 **Ms. Skinner – Yes**
- 149 c. Joint CEO and SAWDB Resolution 18 – 02 authorizes the Administrative Entity to
150 negotiate a government to government contract agreement between the Southwestern
151 Area Workforce Development Board and the Alamo Navajo School Board to provide
152 WIOA Youth services in the amount authorized in Joint CEO and SAWDB Budget
153 Resolution 18 – 01 from July 1, 2019 to June 30, 2020, and authorizes the SAWDB Chair
154 or SAWDB Vice Chair to sign the agreement. **A CEO motion to approve Joint**
155 **Resolution 18 – 02 was made by** Mayor Rumpf; **seconded by** Mayor Nuñez. **Motion**
156 **carried unanimously.** The CEO members that voted by telephone are as follows:
157 **Mayor Pro Tem Trager – Yes**
158 **Mayor Stubblefield – Yes**
- 159 **An SAWDB motion to approve Joint CEO and SAWDB Resolution 18 – 02 was**
160 **made by** Mr. Padilla; **seconded by** Mr. Orozco. **Motion carried unanimously.** The
161 SAWDB members that voted by telephone are as follows:
162 **Ms. Estrada – Yes**
163 **Ms. Skinner – Yes**
- 164 d. Joint CEO and SAWDB Resolution 18 – 03 approves a government to government
165 contract agreement between the Southwestern Area Workforce Development Board and
166 the South Central Council of Governments to provide Administrative Entity services in the
167 amount authorized in Joint CEO and SAWDB Budget Resolution 18 – 01 from July 1,
168 2019 to June 30, 2020, and authorizes the SAWDB Chair or SAWDB Vice Chair to sign
169 the agreement. **A CEO motion to approve Joint Resolution 18 – 03 was made by**
170 **Mayor Nuñez; seconded by** Mayor Whitehead. **Motion carried unanimously.** The CEO
171 members that voted by telephone are as follows:
172 **Mayor Pro Tem Trager – Yes**
173 **Mayor Stubblefield – Yes**
- 174 **An SAWDB motion to approve Joint CEO and SAWDB Resolution 18 – 03 was**
175 **made by** Mr. Martinez; **seconded by** Mr. Padilla. **Motion carried unanimously.** The
176 SAWDB members that voted by telephone are as follows:
177 **Ms. Estrada – Yes**
178 **Ms. Skinner – Yes**
- 179 e. Joint CEO and SAWDB Resolution 18 – 04 authorizes the Administrative Entity to
180 negotiate the third-year contract agreement with ResCare Workforce Services to provide
181 WIOA Adult and Dislocated Worker services in the amount authorized in Joint CEO and
182 SAWDB Budget Resolution 18 – 01 from July 1, 2019 to June 30, 2020, and authorizes
183 the SAWDB Chair or SAWDB Vice Chair to sign the agreement. **A CEO motion to**
184 **approve Joint Resolution 18 – 04 was made by** Mayor Nuñez; **seconded by** Councilor
185 Galvan. **Motion carried unanimously.** The CEO members that voted by telephone are as
186 follows:
187 **Mayor Pro Tem Trager – Yes**
188 **Mayor Stubblefield – Yes**
- 189 **An SAWDB motion to approve Joint CEO and SAWDB Resolution 18 – 04 was**
190 **made by** Mr. Siañez; **seconded by** Ms. Schoonover. **Motion carried unanimously.** The
191 SAWDB members that voted by telephone are as follows:
192 **Ms. Estrada – Yes**
193 **Ms. Skinner – Yes**
- 194 f. Joint CEO and SAWDB Resolution 18 – 05 authorizes the Administrative Entity to
195 negotiate the second-year contract agreement with ResCare Workforce Services to
196 provide One-Stop Operator services from July 1, 2019 to June 30, 2020 in the amount
197 authorized in Joint CEO and SAWDB Budget Resolution 18 – 01, and authorizes the

198 SAWDB Chair or SAWDB Vice Chair to sign the agreement. **A CEO motion to amend**
199 **Joint CEO and SAWDB Resolution 18 – 05 to correct the error from second-year**
200 **contract to say third-year contract was made by** Mayor Pro Tem Gordy Hicks;
201 **seconded by** Mayor Whitehead. **Motion carried unanimously.** The CEO members that
202 voted by telephone are as follows:

203 **Mayor Pro Tem Trager – Yes**
204 **Mayor Stubblefield – Yes**

205 **A CEO motion to approve amended Joint Resolution 18 – 05 was made by** Mayor
206 Nuñez; **seconded by** Mayor Salas. Motion carried unanimously. The CEO members that
207 voted by telephone are as follows:

208 **Mayor Pro Tem Trager – Yes**
209 **Mayor Stubblefield – Yes**

210 **An SAWDB motion to amend Joint CEO and SAWDB Resolution 18 – 05 to correct**
211 **the error from second-year contract to say third-year contract was made by** Ms.
212 Arias; **seconded by** Ms. Schoonover. **Motion carried unanimously.** The SAWDB
213 members that voted by telephone are as follows:

214 **Ms. Estrada – Yes**
215 **Ms. Skinner – Yes**

216 **An SAWDB motion to approve amended Joint CEO and SAWDB Resolution 18 – 05**
217 **correcting second-year contract to say third-year contract was made by** Ms. Dean;
218 **seconded by** Mr. Padilla. Motion carried unanimously. The SAWDB members that voted
219 by telephone are as follows:

220 **Ms. Estrada – Yes**
221 **Ms. Skinner – Yes**

222 g. Joint CEO and SAWDB Resolution 18 – 06 authorizes the Administrative Entity to
223 negotiate a contract modification agreement with Youth Development, Inc. to provide
224 WIOA Youth services from July 1, 2019 to June 30, 2020 in the amount authorized in
225 Joint CEO and SAWDB Budget Resolution 18 – 01, and authorizes the SAWDB Chair or
226 SAWDB Vice Chair to sign the agreement. **A CEO motion to approve Joint Resolution**
227 **18 – 06 was made by** Mayor Nuñez; **seconded by** Mayor Rumpf. Motion carried
228 unanimously. The CEO members that voted by telephone are as follows:

229 **Mayor Pro Tem Trager – Yes**
230 **Mayor Stubblefield – Yes**

231 **An SAWDB motion to approve Joint CEO and SAWDB Resolution 18 – 06 was**
232 **made by** Mr. Martinez; **seconded by** Ms. Dean. Motion carried unanimously. The
233 SAWDB members that voted by telephone are as follows:

234 **Ms. Estrada – Yes**
235 **Ms. Skinner – Yes**

236 h. CEO Resolution 18 – 39 approves a government to government contract agreement
237 between the Southwestern Area Workforce Development Board and the South Central
238 Council of Governments to provide fiscal agent services from July 1, 2019 to June 30,
239 2020 in the amount authorized in Joint Resolution 18 – 01, and authorizes the CEO Chair
240 or CEO Vice Chair to sign the agreement. **A motion to correct the error in CEO**
241 **Resolution 18 – 39 to say contract agreement between Region IV, Chief Elected**
242 **Officials instead of Southwestern Area Workforce Development Board was made**
243 **by** Councilor Galvan; **seconded by** Mayor Nuñez. **Motion carried unanimously.** The
244 CEO members that voted by telephone are as follows:

245 **Mayor Pro Tem Trager – Yes**
246 **Mayor Stubblefield – Yes**

247 **A motion to approve amended CEO Resolution 18 – 39 was made by** Mayor Rumpf;
248 **seconded by** Mayor Nuñez. Motion carried unanimously. The members that voted by
249 telephone are as follows:

- 250 **Mayor Pro Tem Trager – Yes**
 251 **Mayor Stubblefield – Yes**
- 252 i. SAWDB Resolution 18 – 42 approves the SAWDB meeting calendar through June 30,
 253 2020. Mr. Duran shared that a lot of reports we would like to present to the board will not
 254 be available for a meeting on July 11, 2019. **A motion to change the July 11, 2019**
 255 **proposed meeting date to July 25, 2019 was made by** Ms. Schoonover; **seconded by**
 256 **Mr. Padilla. Motion carried unanimously.** The members that voted by telephone are as
 257 follows:
 258 **Ms. Estrada – Yes**
 259 **Ms. Skinner – Yes**
- 260 **A motion to accept amended SAWDB Resolution 18 – 42 was made by** Ms. Arias;
 261 **seconded by** Ms. Dean. **Motion carried unanimously.** The members that voted by
 262 telephone are as follows:
 263 **Ms. Estrada – Yes**
 264 **Ms. Skinner – Yes**
- 265 j. CEO Resolution 18 – 40 approves the CEO meeting calendar through June 30, 2020. **A**
 266 **motion to accept CEO Resolution 18 – 40 was made by** Mayor Nuñez; **seconded by**
 267 **Mayor Rumpf. Motion carried unanimously.** The members that voted by telephone are
 268 as follows:
 269 **Mayor Pro Tem Trager – Yes**
 270 **Mayor Stubblefield – Yes**
- 271 k. SAWDB Resolution 18 – 43 elects a Board Chair and Vice Chair for the period of
 272 September 1, 2019 through August 31, 2020. **A motion to elect Mr. Orozco as SAWDB**
 273 **Chair was made by** Mr. Martinez; **seconded by** Mr. Siañez. **A motion to elect Mr.**
 274 **Olguin as Vice Chair was made by** Ms. Schoonover; **seconded by** Ms. Dean. **Motion**
 275 **carried unanimously.** The members that voted by telephone are as follows:
 276 **Ms. Estrada – Yes**
 277 **Ms. Skinner – Yes**

278 **X. Reports and Information Items**

- 279 a. Committee Reports
- 280 i. Chairs from the One-Stop, Monitoring & Performance, Disabilities, and Youth &
 281 Young Adult Committees provided a summary of their last meeting
- 282 b. Administrative & Fiscal Reports
- 283 i. The administrative and fiscal reports were provided to the members detailing
 284 social media posts, the technical assistance and training, units of service and
 285 contract budget report, and financials.
- 286 ii. Mr. Duran introduced and thanked Ms. Vasquez with HELP-NM who has
 287 provided WIOA Youth services in the southwestern region for many years
- 288 iii. Mr. Duran introduced Ms. Cordova with YDI who will be the new WIOA Youth
 289 services provider beginning July 1, 2019. Ms. Cordova provided a handout and
 290 shared their transition status.
- 291 c. U.S. Department of Labor Monitoring Review
- 292 i. Mr. Duran shared the results of the U.S. DOL's monitoring review conducted
 293 April 8 - 12, 2019. Although this visit is standard procedure, it had been ten years
 294 since their last visit.
- 295 d. One-Stop Operator Report
- 296 i. Mr. Duran introduced Ms. Ramage, the Interim One-Stop Operator who shared
 297 that the new Sunland Park workforce center is scheduled to open around
 298 October 1, 2019.

