

1 **Region IV, Chief Elected Officials**

2 **Special Meeting**

3 Ruth Coleman Memorial Annex
4 500 North Taft St.
5 Columbus, NM 88029

6
7 **Friday, September 20, 2019 at 1:00 p.m.**

8 **DRAFT OF MEETING MINUTES**

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11 **I. Call to Order Allegiance**

12 a. Mayor Miyagishima called the meeting to order at 1:06 p.m.

13 **II. Pledge of Allegiance**

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

15 **III. Welcome and Introductions**

16 a. Mayor Miyagishima welcomed everyone to the meeting, thanked Mayor Salas for hosting,
17 and asked those present to introduce themselves.

18 **IV. Roll Call and Abstentions**

19 a. Ms. Longovia called roll

20 b. Mayor Pro Tem Hicks made **a motion to approve meeting participation by telephone**
21 **for Commissioner Salas; seconded by Mayor Salas. Motion passed.**

22 **Present:**

23 City Councilor Guadalupe Cano
24 Commissioner Lynn Ellins
25 City Councilor Irene Galvan
26 Mayor Pro Tem Gordy Hicks
27 Mayor Benny Jasso
28 Mayor Ken Miyagishima
29 Mayor Andy Nuñez
30 Commissioner Jim Paxon
31 Commissioner Christopher Ponce
32 Mayor Esequiel Salas
33 Commissioner Martha Salas*
34 Commissioner Linda Smrkovsky
35 Mayor Pro Tem Edna Trager
36 Mayor Sandy Whitehead

Absent:

Trustee Lucas Carlos Arzabal
Mayor Richard Bauch
Mayor Hilda Kellar
Chapter President Buddy Mexicano
Mayor Javier Perea
County Clerk Keith Riddle
Mayor Richard Rumpf
Mayor Deb Stubblefield
Mayor Diana Trujillo

37 **Staff:**

38 Jay Armijo, SCCOG Executive Director
39 Carol Craft, WIOA Program Manager
40 Katherine Gervasio, Fiscal Agent
41 Angela Longovia, Communications Specialist
42 Joe McClintock, Project Manager

Guests:

Yvette Bayless, ResCare
Concha Cordova, YDI
Arnold Ontiveros, YDI
Darleen Lopez, MMWC

43 **V. Public Comment**

44 No public comment

45 **VI. Approval of Agenda**

- 46 a. **Agenda Approval – Approval of the agenda includes approval of the Consent**
47 **Agenda Items.** Mayor Miyagishima stated he would like to remove Consent Agenda Item
48 h. Resolution 19 – 07 for discussion. Mayor Pro Tem Hicks made **a motion to approve**
49 **the agenda with item h, Resolution 19 – 07 removed for discussion; seconded by**
50 **Councilor Cano. Motion passed.** The members that voted by telephone are as follows:
51 **Commissioner Salas – Yes**

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

- 55 a. *Motion to accept the minutes from the June 21, 2019 meeting
- 56 b. *Resolution 19 – 01 concurs with the Southwestern Area Workforce Development Board
57 to authorize the Administrative Entity to dispose of equipment and property
- 58 c. *Resolution 19 – 02 concurs with the Southwestern Area Workforce Development Board
59 to approve new and modified local board policies
- 60 d. *Resolution 19 – 03 concurs with the Southwestern Area Workforce Development Board
61 to authorize the Administrative Entity to negotiate and sign a lease agreement for office
62 space at the Loretto Towne Center in Las Cruces, NM
- 63 e. *Resolution 19 – 04 concurs with the Southwestern Area Workforce Development Board
64 to authorize travel and conference fees for board members to attend the Annual Texas
65 Workforce Conference to be held on December 4 – 6, 2019 in Grapevine, TX
- 66 f. *Resolution 19 – 05 concurs with the Southwestern Area Workforce Development Board
67 to establish an SAWDB Bank account as an interest-bearing account
- 68 g. *Resolution 19 – 06 concurs with the Southwestern Area Workforce Development Board
69 to authorize Board Chair, Joshua Orozco as a signatory on SAWDB bank accounts

70 **VII. Discussion on Resolution 19 - 07**

- 71 a. Resolution 19 – 07 concurs with the Southwestern Area Workforce Development Board to
72 approve local board policy revisions. Mayor Miyagishima stated that he wanted this item
73 presented because the effective date on the Individual Training Account (ITA) Policy 17-
74 08.5 may cause some participants to have to pay back some of the money they were
75 awarded. Ms. Craft presented the changes in the policy including final date to enroll
76 students into the ITA program. Mayor Miyagishima suggested an amendment to approve
77 Resolution 19 – 07 only if the U.S. Department of Labor approves a waiver request to the
78 participants already enrolled so they will not be affected by this new policy change. **A**
79 **motion was made by Commissioner Smrkovsky to amend Resolution 19 – 07 to**
80 **approve the ITA Policy only if the U.S. Department of Labor approves the waiver for**
81 **the affected student; seconded by Councilor Cano. Motion passed.** The members that
82 voted by telephone are as follows:
83 **Commissioner Salas – Yes**

84 **A motion was made by Councilor Galvan to approve Resolution 19 – 07 as amended;**
85 **seconded by Commissioner Smrkovsky.** Mayor Salas was absent from the vote. **Motion**
86 **passed.** The members that voted by telephone are as follows:
87 **Commissioner Salas – Yes**

88 **VIII. Professional Development**

- 89 a. Presentation on the Village of Columbus. Mayor Salas thanked everyone for attending
90 and spoke about some history and places to visit in the Village of Columbus.

91 **IX. Discussion, Consideration and Possible Action Regarding**

- 92 a. Resolution 19 – 08 concurs with the Southwestern Area Workforce Development Board to
- 93 approve a Grant Agreement modification between the NM Department of Workforce
- 94 Solutions and the Southwestern Area Workforce Development Board to increase funds in
- 95 the amount of \$17,462 for a total amount of \$5,530,026.00 and authorizes the SAWDB
- 96 Chair or Vice Chair to sign the contract. **A motion was made by Councilor Galvan to**
- 97 **approve Resolution 19 – 08; seconded by Mayor Jasso. Motion passed.** The members
- 98 that voted by telephone are as follows:

99 **Commissioner Salas – Yes**

- 100 b. Resolution 19 – 09 approves the Chief Elected Officials Agreement. Mr. McClintock
- 101 summarized the roles and responsibilities of the Chief Elected Officials including liability of
- 102 funds, grant recipient and signatory, fiscal agent designation, and local board budget
- 103 approval. Under WIOA, a signed agreement is required from the members. The State is
- 104 asking that quorum be increased from only 5 members to 51%. **A motion was made by**
- 105 **Mayor Pro Tem Hicks to amend Resolution 19 – 09 to increase the quorum**
- 106 **requirement to 51%; seconded by Mayor Whitehead. Motion passed.** The members
- 107 that voted by telephone are as follows:

108 **Commissioner Salas – Yes**

109 **A motion was made by Mayor Pro Tem Hicks to approve Resolution 19 – 09 as**

110 **amended; seconded by Mayor Whitehead. Motion passed.** The members that voted by

111 telephone are as follows:

112 **Commissioner Salas – Yes**

113 **X. Reports and Information Items**

114 a. **Service Provider Report from Youth Development, Inc.**

- 115 i. Ms. Cordova and Mr. Ontiveros introduced themselves as the new WIOA Youth
- 116 services provider for the southwestern region effective July 1, 2019 and provided a
- 117 presentation that included their organization chart, enrollment goals, and challenges
- 118 and successes they have experienced.

119 b. **Update on USDOL Monitoring Review; DWS Monitoring Review; and Letter to Local**

120 **Boards**

- 121 i. Ms. Craft provided an update about the current status of the findings from the
- 122 USDOL Monitoring Review.

123 c. **Fiscal Reports**

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

127 d. **One-Stop Operator Report**

- 128 i. Ms. Lopez presented an overview report about New Mexico Workforce Connection
- 129 activities throughout the region.

130 e. **Administrative Reports**

- 131 i. Ms. Craft, the Program Manager, shared her report on the service provider goals
- 132 versus actuals for the Alamo Navajo School Board Youth, HELP-New Mexico Youth,
- 133 and ResCare's Adult & Dislocated Worker services for the same time period.

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135 **XI. Other**
136 a. **Member Input –**
137 i. Mayor Pro Tem Hicks commented how public officials are going a great job of
138 addressing issues as quickly as possible and shared examples.

139 **XII. Public Comment**
140 a. Ms. Bayless, Project Director for Adult & Dislocated Worker services, shared with the
141 Board supportive services available to the communities.

142 **XIII. Next Regular Meetings**
143 a. Friday, December 13, 2019

144 **XIV. Adjournment**
145 Mayor Miyagishima adjourned the meeting at 2:30 p.m.

146 **ATTESTED**

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Date

DRAFT