

**Joint Meeting**  
of the  
**The Region IV, Chief Elected Officials**  
and the  
**Southwestern Area Workforce Development Board**

**James H. Baxter Civic Center**  
313 E. 4th St.  
Lordsburg, NM 88045

To join the meeting by phone, dial: (346) 248-7799, then enter Meeting ID: 860 8272 8829

To join the meeting online via Zoom, go to <https://us02web.zoom.us/j/86082728829>

**Friday, June 20, 2025, at 10:00 a.m. (MDT)**

**DRAFT OF MEETING MINUTES**

**I. Call to Order**

- a. SAWDB Chair appointed Mr. Orozco to chair the meeting.
- b. Chairman Poncé called the joint meeting to order at 10:15 a.m. with SAWDB Chair Orozco.

**II. Pledge of Allegiance**

- a. Chairman Poncé asked everyone to join him in the Pledge of Allegiance.

**III. Roll Call and Abstentions**

- a. Southwestern Area Workforce Development Board (SAWDB)
  - i. Ms. Grijalva called roll for the Southwestern Area Workforce Development Board (SAWDB); there were no abstentions.
- b. Chief Elected Officials (CEO)
  - i. Ms. Grijalva called roll for the Chief Elected Officials (CEO); there were no abstentions.

**SAWDB Members Present**

Alisa Estrada\*  
Marcos Martinez\*  
Michael Olguin\*  
Joshua Orozco  
Erik Padilla  
Anton Salome\*  
Debbie Schoonover\*  
Kim Skinner\*  
JC Trujillo\*  
Mary Ulrich\*

**Voting CEO Members Present**

Commissioner Buster Floyd Green\*  
Commissioner Art Malott  
Commissioner Chris Poncé  
Commissioner Manny Sanchez

**SAWDB Members Absent**

Cassie Arias-Ward *(with cause)*  
Mary Ann Chavez-Lopez *(with cause)*  
Jacqueline Fryar *(with cause)*  
Conor Kiely *(with cause)*  
Magdaleno Manzanarez *(with cause)*  
Ross Marks *(with cause)*  
Marlene Thomas-Herrera *(with cause)*  
Sylvia Washington *(with cause)*  
Gary Whitehead *(with cause)*

**Voting CEO Members Absent**

Commissioner Travis Day  
Commissioner Joe Gonzales  
Commissioner Ray Trejo

**Non-Voting CEO Members Present**

None

**Non-Voting CEO Members Absent**

Chapter Vice-President Jeremiah Apachito  
Mayor Ravi Bhasker  
Mayor Jacob Biggler  
Mayor Eric Enriquez  
Mayor Glenda Greene  
Mayor Rolf Hechler  
Mayor Russell Hernandez  
Mayor Hilda Kellar  
Mayor Ken Ladner  
Mayor Arnold Lopez  
Mayor Diana Murillo-Trujillo  
Mayor John L. Ojinaga  
Mayor Javier Perea  
Mayor Phil Mortensen  
Mayor Richard Rumpf  
Mayor Michelle "Micki" Shillito  
Mayor Phillip Skinner  
Mayor Ed Stevens  
Mayor Deb Stubblefield

**Staff Present:**

Jay Armijo, SCCOG Executive Director\*  
Skylar Arnold, Fiscal Administrator  
Fayth Grijalva, Administrative Specialist  
Glory Juarez, WIOA Administrator  
Angela Longovia, Communications Manager  
Melissa Ochoa, WIOA Program Coordinator  
Krisye Shook, WIOA Program Monitor  
Jaymi Simms, WIOA Program Manager

**Guests:**

Veronica Alonzo\*  
Margarito Aragon\*  
Tricia Brainard\*  
Leroy Garcia\*  
Carolyn Kirlin\*  
Marissa Molano\*  
Chanin Kelly-O'Rourke\*  
Giselle Palomares  
Ramon Pazos\*  
Monica Perry\*  
Chris Ruiz  
Josh Stoller  
Kerena Vazquez Levario\*  
Becky Vega\*

\*Virtual attendance (via phone or Zoom)

**IV. Public Comment**

- a. No public comment

**V. Approval of Agenda** *(The items listed in the Consent Agenda Items section below are approved with the motion to approve 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. Orozco stated he would like to remove SAWDB Consent Agenda item ii. SAWDB Resolution 24-29 for discussion.

- i. Southwestern Area Workforce Development Board Approval of Agenda.  
Mr. Padilla **made a motion to approve the agenda as amended; seconded by Ms. Estrada. By unanimous consent, the motion passed.** The roll call vote was as follows:

Ms. Estrada – Yes  
Mr. Martinez – Yes  
Mr. Olguin – Yes

Mr. Salome – Yes  
Ms. Schoonover – Yes  
Ms. Skinner – Yes

93  
94  
95  
96  
97  
98  
99  
100  
101  
102  
103  
104  
105  
106  
107  
108  
109  
110  
111  
112  
113  
114  
115  
116  
117  
118  
119  
120  
121  
122  
123  
124  
125  
126  
127  
128  
129  
130  
131  
132  
133  
134  
135  
136  
137

Mr. Orozco – Yes  
Mr. Padilla – Yes

Mr. Trujillo – Yes  
Ms. Ulrich – Yes

- b. Commissioner Poncé stated he would like to remove CEO Consent Agenda item x. CEO Resolution 24-19 for discussion.
- i. Chief Elected Officials Approval of Agenda.  
Commissioner Poncé **made a motion to approve the agenda as amended; seconded by** Commissioner Malott. **By unanimous consent, the motion passed.**  
The roll call vote was as follows:
  - Commissioner Green – Yes
  - Commissioner Poncé – Yes
  - Commissioner Malott – Yes
  - Commissioner Sanchez – Yes

**VI. Consent Agenda Items – (These items were approved when the agenda was approved)**

- a. Southwestern Area Workforce Development Board Consent Agenda Items
  - i. \*Approval of April 10, 2025, meeting minutes
  - ii. \*Resolution 24 – 30 approves America's Job Center New Mexico signage in Sunland Park
  - iii. \*Resolution 24 – 31 approves a lease agreement between the Southwestern Area Workforce Development Board and Tresco, Inc. in Truth or Consequences.
  - iv. \*Resolution 24 – 32 approves leasing virtual reality equipment and subscribing to related software from Transfr, Inc
- b. Chief Elected Officials Consent Agenda Items
  - i. \*Approval of March 14, 2025, meeting minutes
  - ii. \*Resolution 24 – 11 concurs with the Southwestern Area Workforce Development Board to amend SAWDB Resolution 24 – 17, Southwestern Area Workforce Development Board Budget Amendment No. 2
  - iii. \*Resolution 24 – 12 concurs with the Southwestern Area Workforce Development Board to rescind SAWDB Resolution 24 – 18, PY24-WIOA-02 Amendment No. 2 between the Southwestern Area Workforce Development Board and Arbor E&T, LLC dba Equus Workforce Solutions to provide WIOA Adult & Dislocated Worker Services
  - iv. \*Resolution 24 – 13 concurs with the Southwestern Area Workforce Development Board to ratify PY24-WIOA-02 Amendment No. 2 between the Southwestern Area Workforce Development Board and Arbor E&T, LLC dba Equus Workforce Solutions to provide WIOA Adult & Dislocated Worker Services
  - v. \*Resolution 24 – 14 concurs with the Southwestern Area Workforce Development Board to approve PY24-WIOA-02 Amendment No. 3 between the Southwestern Area Workforce Development Board and Arbor E&T, LLC dba Equus Workforce Solutions to provide WIOA Adult & Dislocated Worker Services
  - vi. \*Resolution 24 – 15 concurs with the Southwestern Area Workforce Development Board to ratify PY24-WIOA-03 Amendment No. 2 between the Southwestern Area Workforce Development Board and Arbor E&T, LLC dba Equus Workforce Solutions to provide WIOA Youth Services
  - vii. \*Resolution 24 – 16 concurs with the Southwestern Area Workforce Development Board to approve PY24-WIOA-04 Amendment No. 1 between the Southwestern Area Workforce Development Board and Arbor E&T, LLC dba Equus Workforce Solutions to provide One-Stop Operator Services

- 138                   viii. \*Resolution 24 – 17 concurs with the Southwestern Area Workforce Development Board  
139                   to approve the Eligible Training Provider List Policy 17-11.1 contingent upon DWS  
140                   approval
- 141                   ix. \*Resolution 24 – 18 concurs with the Southwestern Area Workforce Development Board  
142                   to approve the Priority of Service Policy 24-01 contingent upon DWS approval
- 143                   x. \*Resolution 24 – 20 appoints members to the Southwestern Area Workforce  
144                   Development Board for terms beginning on July 1, 2025

145       **VII. Discussion, Consideration, and Possible Action Regarding**

- 146       a. SAWDB Resolution 24 – 29 approves the PY25 Open Meetings Act Resolution

147           Ms. Juarez added a telephonic appearance provision to the Open Meetings Act Resolution.  
148           She said that Board members are expected to attend meetings in person, with telephonic  
149           participation reserved for situations where in-person attendance is difficult or impossible.

150           Mr. Padilla **made a motion to approve SAWDB Resolution 24 – 29 as amended;**  
151           **seconded by** Ms. Estrada. **By unanimous consent, the motion passed.** The roll call vote  
152           was as follows:

153           Ms. Estrada – Yes  
154           Mr. Martinez – Yes  
155           Mr. Olguin – Yes  
156           Mr. Orozco – Yes  
157           Mr. Padilla – Yes

                  Mr. Salome – Yes  
                  Ms. Schoonover – Yes  
                  Ms. Skinner – Yes  
                  Mr. Trujillo – Yes  
                  Ms. Ulrich – Yes

- 158       b. SAWDB Resolution 24 – 33 accepts the Independent Auditor's Report for the period of July 1,  
159           2023, through June 30, 2024.

160           Ms. Arnold said the auditor was unable to attend the meeting. With consent from the SAWDB  
161           and the CEOs, she presented the Independent Auditor's Report for the period of July 1, 2023,  
162           through June 30, 2024. Ms. Arnold said one finding related to a minor discrepancy in the in-  
163           school and out-of-school youth expenditure percentages.

164           Ms. Estrada asked if any follow-up action was required. Ms. Arnold responded no, as this item  
165           will be monitored in the future. Ms. Juarez stated that members are encouraged to contact Ms.  
166           Arnold or the auditors directly if they have questions following the meeting.

167           Mr. Padilla **made a motion to approve SAWDB Resolution 24 – 33; seconded by** Mr.  
168           Martinez. **By unanimous consent, the motion passed.** The roll call vote was as follows:

169           Ms. Estrada – Yes  
170           Mr. Martinez – Yes  
171           Mr. Olguin – Yes  
172           Mr. Orozco – Yes  
173           Mr. Padilla – Yes

                  Mr. Salome – Yes  
                  Ms. Schoonover – Yes  
                  Ms. Skinner – Yes  
                  Mr. Trujillo – Yes  
                  Ms. Ulrich – Yes

- 174       c. CEO Resolution 24 – 21 accepts the Independent Auditor's Report for the period of July 1,  
175           2023, through June 30, 2024.

176           Ms. Juarez stated this is the same report related to SAWDB Resolution 24 – 33.

177           Commissioner Sanchez **made a motion to approve CEO Resolution 24 – 21; seconded by**  
178           Commissioner Malott. **By unanimous consent, the motion passed.** The roll call vote was as  
179           follows:

180           Commissioner Green – Yes  
181           Commissioner Malott – Yes

                  Commissioner Poncé – Yes  
                  Commissioner Sanchez – Yes

182 **VIII. SAWDB Discussion, Consideration, and Possible Action Regarding**

- 183 a. SAWDB Resolution 24 – 34 approves a grant agreement with the New Mexico Department of  
184 Workforce Solutions and the Southwestern Area Workforce Development Board to provide  
185 Workforce Innovation and Opportunity Act services from July 1, 2025, through June 30, 2027,  
186 and authorizes the SAWDB and CEO Chairs or Vice-Chairs to sign the agreement

187 Ms. Juarez stated that this is the grant agreement that provides funding for the program  
188 through the Department of Workforce Solutions. The total contract amount is \$4,290,634.00.  
189 All sub-recipient contracts for the program year are funded under this agreement. This  
190 represents a decrease from the PY24 funding amount of \$4,714,384.00.

191 Mr. Padilla noticed the contract dates are for two years. Ms. Juarez said this is a two-year  
192 contract based on the fiscal and program year, allowing for the use of carryover funding for the  
193 first quarter of the second year of the contract.

194 Ms. Estrada **made a motion to approve SAWDB Resolution 24 – 34; seconded by Mr.**  
195 **Martinez. By unanimous consent, the motion passed.** The roll call vote was as follows:

196 Ms. Estrada – Yes	Mr. Salome – Yes
197 Mr. Martinez – Yes	Ms. Schoonover – Yes
198 Mr. Olguin – Yes	Ms. Skinner – Yes
199 Mr. Orozco – Yes	Mr. Trujillo – Yes
200 Mr. Padilla – Yes	Ms. Ulrich – Yes

- 201 b. SAWDB Resolution 24 – 35 approves the PY25 SAWDB Budget for the period of July 1, 2025,  
202 through June 30, 2026

203 Ms. Juarez stated that this budget will be used to operate during the new program year. The  
204 total includes funding from the Department of Workforce Solutions and the estimated  
205 carryover amount. She presented the proposed budget and noted that the Adult Program will  
206 experience a reduction in funding. Ms. Arnold added that the carryover figures are estimates,  
207 as the current program year has not yet been fully closed out. Final numbers will be presented  
208 at the next Board meeting.

209 Ms. Estrada asked whether the funding reduction was statewide or specific to our region. Mr.  
210 Martinez responded that the funding cut was implemented nationwide.

211 Ms. Juarez said the carry-over amount is \$1,615,970.

212 Mr. Padilla **made a motion to approve SAWDB Resolution 24 – 35; seconded by Ms.**  
213 **Estrada. By unanimous consent, the motion passed.** The roll call vote was as follows:

214 Ms. Estrada – Yes	Mr. Salome – Yes
215 Mr. Martinez – Yes	Ms. Schoonover – Yes
216 Mr. Olguin – Yes	Ms. Skinner – Yes
217 Mr. Orozco – Yes	Mr. Trujillo – Yes
218 Mr. Padilla – Yes	Ms. Ulrich – Yes

- 219 c. SAWDB Resolution 24 –36 approves a government-to-government contract agreement with  
220 the South Central Council of Governments to provide WIOA Administrative Entity Services for  
221 the period of July 1, 2025, through June 30, 2026, and authorizes the SAWDB Chair or Vice-  
222 Chair to sign the agreement.

223 Ms. Juarez stated that this agreement authorizes the administrative entity to operate the  
224 program by providing Board support, administrative services, and overall program operations  
225 throughout the program year.

226 Mr. Salome **made a motion to approve SAWDB Resolution 24 – 36; seconded by Ms.**  
227 **Skinner. By unanimous consent, the motion passed.** The roll call vote was as follows:

228 Ms. Estrada – Yes	Mr. Salome – Yes
-----------------------	------------------

229	Mr. Martinez – Yes	Ms. Schoonover – Yes
230	Mr. Olguin – Yes	Ms. Skinner – Yes
231	Mr. Orozco – Yes	Mr. Trujillo – Yes
232	Mr. Padilla – Yes	Ms. Ulrich – Yes

233 d. SAWDB Resolution 24 – 37 approves a government-to-government contract agreement with  
 234 Alamo Navajo School Board, Inc., to provide WIOA Youth Services for the period of July 1,  
 235 2025, through June 30, 2026, and authorizes the SAWDB Chair or Vice-Chair to sign the  
 236 agreement.

237 Ms. Juarez stated that \$224,000 has been allocated to the Alamo Navajo School Board to  
 238 operate youth participant services on the reservation. She further explained that the contract  
 239 will be submitted to the Department of Workforce Solutions for review of the exhibits to ensure  
 240 compliance. The scope of work and terms and conditions will remain unchanged, with updates  
 241 to the contracts and performance measures to be made following DWS's review.

242 Mr. Padilla **made a motion to approve CEO Resolution 24 – 37, contingent upon review**  
 243 **by ANSBI and DWS; seconded by Ms. Estrada. By unanimous consent, the motion**  
 244 **passed.** The roll call vote was as follows:

245	Ms. Estrada – Yes	Mr. Salome – Yes
246	Mr. Martinez – Yes	Ms. Schoonover – Yes
247	Mr. Olguin – Yes	Ms. Skinner – Yes
248	Mr. Orozco – Yes	Mr. Trujillo – Yes
249	Mr. Padilla – Yes	Ms. Ulrich – Yes

250 e. SAWDB Resolution 24 – 38 approves a contract agreement with Arbor E&T, LLC dba Equus  
 251 Workforce Solutions to provide WIOA Youth Services for the period of July 1, 2025, through  
 252 June 30, 2026, and authorizes the SAWDB Chair or Vice-Chair to sign the agreement.

253 Ms. Juarez stated that this contract pertains to the Youth Services agreement with Equus,  
 254 totaling \$1.2 million, which reflects an increase from last year's amount of \$1.1 million. She  
 255 noted that the budgets have not yet been received due to a delay in the fiscal department. The  
 256 scope of work and terms and conditions will remain unchanged, with updates to the contracts  
 257 and performance measures to be made. Approval is requested for Resolutions 24-38 and 24-  
 258 39, contingent upon the Department of Workforce Solutions' review and the Executive  
 259 Committee's Review of profit incentives.

260 Mr. Padilla **made a motion to approve SAWDB Resolution 24 – 38; seconded by Mr.**  
 261 **Trujillo. By unanimous consent, the motion passed.** The roll call vote was as follows:

262	Ms. Estrada – Yes	Mr. Salome – Yes
263	Mr. Martinez – Yes	Ms. Schoonover – Yes
264	Mr. Olguin – Yes	Ms. Skinner – Yes
265	Mr. Orozco – Yes	Mr. Trujillo – Yes
266	Mr. Padilla – Yes	Ms. Ulrich – Yes

267 f. SAWDB Resolution 24 – 39 approves a contract agreement with Arbor E&T, LLC dba Equus  
 268 Workforce Solutions to provide WIOA Adult & Dislocated Worker Services for the period of  
 269 July 1, 2025, through June 30, 2026, and authorizes the SAWDB Chair or Vice-Chair to sign  
 270 the agreement.

271 Ms. Juarez stated that we are proposing an allocation of \$2.3 million to the program, with  
 272 \$800,000 designated for Adult Services and \$1.5 million for Dislocated Worker Services. As  
 273 stated in SAWDB Resolution 24 – 38, approval is contingent upon the Department of  
 274 Workforce Solutions review and the Executive Committee's Review of profit incentives.

275 Mr. Padilla **made a motion to approve SAWDB Resolution 24 – 39; seconded by Ms.**  
 276 **Estrada. By unanimous consent, the motion passed.** The roll call vote was as follows:

277	Ms. Estrada – Yes	Mr. Salome – Yes
278	Mr. Martinez – Yes	Ms. Schoonover – Yes
279	Mr. Olguin – Yes	Ms. Skinner – Yes
280	Mr. Orozco – Yes	Mr. Trujillo – Yes
281	Mr. Padilla – Yes	Ms. Ulrich – Yes

282 g. SAWDB Resolution 24 – 40 approves a contract agreement with Arbor E&T, LLC dba Equus  
 283 Workforce Solutions to provide WIOA One-Stop Operator Services for the period of July 1,  
 284 2025, through June 30, 2026, and authorizes the SAWDB Chair or Vice-Chair to sign the  
 285 agreement.

286 Ms. Juarez stated that this contract pertains to the One-Stop Operator services for the  
 287 program year. She noted that the budget has not yet been finalized. Approval is contingent  
 288 upon the Department of Workforce Solutions review and the Chair's signature.

289 Mr. Padilla **made a motion to approve SAWDB Resolution 24 – 40; seconded by Ms.**  
 290 **Skinner. By unanimous consent, the motion passed.** The roll call vote was as follows:

291	Ms. Estrada – Yes	Mr. Salome – Yes
292	Mr. Martinez – Yes	Ms. Schoonover – Yes
293	Mr. Olguin – Yes	Ms. Skinner – Yes
294	Mr. Orozco – Yes	Mr. Trujillo – Yes
295	Mr. Padilla – Yes	Ms. Ulrich – Yes

296 a) SAWDB Resolution 24 –41 approves new and amended policies.

297 Ms. Juarez stated that the state has updated its policy, and we have accordingly made the  
 298 necessary revisions. Ms. Simms presented the marked-up versions of the amended policies.  
 299 Ms. Estrada inquired whether the updated policies would be distributed upon approval. Ms.  
 300 Simms confirmed that they would be updated both in the policy manual and on the EmployNM  
 301 website. Ms. Ulrich requested that Ms. Simms send an email notification once the policies are  
 302 updated online, to which Ms. Simms agreed.

303 Mr. Padilla **made a motion to approve SAWDB Resolution 24 – 41; seconded by Ms.**  
 304 **Ulrich. By unanimous consent, the motion passed.** The roll call vote was as follows:

305	Ms. Estrada – Yes	Mr. Salome – Yes
306	Mr. Martinez – Yes	Ms. Schoonover – Yes
307	Mr. Olguin – Yes	Ms. Skinner – Yes
308	Mr. Orozco – Yes	Mr. Trujillo – Yes
309	Mr. Padilla – Yes	Ms. Ulrich – Yes

310 b) SAWDB Resolution 24 –42 approves the SAWDB meeting calendar through June 30, 2026.

311 Ms. Juarez shared the proposed calendar. Quorum has proven difficult to achieve in June, and  
 312 she suggested moving the joint meeting to the beginning of the program year, in August. This  
 313 change alleviates the pressure of contract approvals so close to the deadline. A lighter agenda  
 314 at the beginning of the program year allows more time for presentations and strategic  
 315 planning.

316 The proposed dates were:

- 317 • Thursday, August 14, 2025 – Joint Meeting
- 318 • Thursday, October 9, 2025
- 319 • Thursday, December 11, 2025
- 320 • Thursday, February 12, 2026
- 321 • Thursday, April 9, 2026
- 322 • Thursday, June 25, 2026

323 Mr. Padilla **made a motion to approve SAWDB Resolution 24 – 42 as amended;**  
324 **seconded by** Ms. Schoonover. **By unanimous consent, the motion passed.** The roll call  
325 vote was as follows:

326	Ms. Estrada – Yes	Mr. Salome – Yes
327	Mr. Martinez – Yes	Ms. Schoonover – Yes
328	Mr. Olguin – Yes	Ms. Skinner – Yes
329	Mr. Orozco – Yes	Mr. Trujillo – Yes
330	Mr. Padilla – Yes	Ms. Ulrich – Yes

331 **IX. CEO Consent – Concurrence – Approval of SAWDB Action** *(The items below are considered*  
332 *consent concurrence items and were approved with the motion to concur with the SAWDB action*  
333 *in the resolutions listed above).*

334 Commissioner Sanchez asked if these items were approved when the agenda was approved or if  
335 they require a separate motion. Ms. Longovia clarified that items approved with the agenda were  
336 items the Board had approved at a previous meeting, and the CEOs then concurred today. She  
337 added that the items listed below had not been presented to the Board until today, and now we  
338 ask the CEOs to concur.

339 Commissioner Poncé **made a motion to approve all the CEO Consent Concurrence items a-k,**  
340 **CEO Resolutions 24 – 22 through 24 – 32 with one vote; seconded by** Commissioner Malott.  
341 **By unanimous consent, the motion passed.** The roll call vote was as follows:

342	Commissioner Green – Yes	Commissioner Poncé – Yes
343	Commissioner Malott – Yes	Commissioner Sanchez – Yes

- 344 a. CEO Resolution 24 – 22 concurs with SAWDB Resolution 24 – 30.
- 345 b. CEO Resolution 24 – 23 concurs with SAWDB Resolution 24 – 31.
- 346 c. CEO Resolution 24 – 24 concurs with SAWDB Resolution 24 – 32.
- 347 d. CEO Resolution 24 – 25 concurs with SAWDB Resolution 24 – 34.
- 348 e. CEO Resolution 24 – 26 concurs with SAWDB Resolution 24 – 35.
- 349 f. CEO Resolution 24 – 27 concurs with SAWDB Resolution 24 – 36.
- 350 g. CEO Resolution 24 – 28 concurs with SAWDB Resolution 24 – 37.
- 351 h. CEO Resolution 24 – 29 concurs with SAWDB Resolution 24 – 38.
- 352 i. CEO Resolution 24 – 30 concurs with SAWDB Resolution 24 – 39.
- 353 j. CEO Resolution 24 – 31 concurs with SAWDB Resolution 24 – 40.
- 354 k. CEO Resolution 24 – 32 concurs with SAWDB Resolution 24 – 41.

355 **X. CEO Discussion, Consideration, and Possible Action Regarding**

- 356 a. Resolution 24 – 19 approves the PY25 Open Meetings Act Resolution.

357 Ms. Juarez added a telephonic appearance provision to the Open Meetings Act Resolution.  
358 She said that Board members are expected to attend meetings in person, with telephonic  
359 participation reserved for situations where in-person attendance is difficult or impossible.

360 Commissioner Sanchez **made a motion to approve CEO Resolution 24 – 19 as amended;**  
361 **seconded by** Commissioner Malott. **By unanimous consent, the motion passed.** The roll  
362 call vote was as follows:

363	Commissioner Green – Yes	Commissioner Poncé – Yes
364	Commissioner Malott – Yes	Commissioner Sanchez – Yes



- b. CEO Resolution 24 – 33 approves a government-to-government contract agreement between the Chief Elected Officials and the South Central Council of Governments to provide fiscal agent services from July 1, 2025, to June 30, 2026, and authorizes the CEO Chair or Vice-Chair to sign the agreement.

Ms. Juarez stated that this is the annual contract agreement with the South Central Council of Governments, which provides fiscal services, including budget management and payroll administration for the fiscal department throughout the year.

Commissioner Malott made a motion to approve CEO Resolution 24 – 33 as amended; seconded by Commissioner Sanchez. By unanimous consent, the motion passed. The roll call vote was as follows:

Commissioner Green – Yes	Commissioner Poncé – Yes
Commissioner Malott – Yes	Commissioner Sanchez – Yes

- c. CEO Resolution 24 – 34 approves the CEO meeting calendar through June 30, 2026.

Ms. Juarez shared the calendar for the current program year and proposed moving the joint meeting from the end of the program year to the beginning. Further discussions regarding additional meetings will take place at a later time.

Commissioner Malott **made a motion to approve CEO Resolution 24 – 34 as amended; seconded by Commissioner Sanchez. By unanimous consent, the motion passed.** The roll call vote was as follows:

Commissioner Green – Yes	Commissioner Poncé – Yes
Commissioner Malott – Yes	Commissioner Sanchez – Yes

**XI. Reports and Information Items** (*Items b. and c. below were not presented at the meeting. These reports are available in the packet*)

a. Administrative and Financial Reports

i. WIOA Administrator

Ms. Juarez said that monitoring activities for program years 2023 and 2024 have been ongoing. The PY24 monitoring is nearing completion, and the monetary report has been provided. Ms. Juarez will share this report with all members.

Ms. Juarez said staff are finalizing the end-of-year contracts and completing all outstanding invoices.

Ms. Juarez added that we have been collaborating with the Department of Workforce Solutions to update our policies to align with recent state amendments.

ii. Technical Assistance and Training

Ms. Simms reported the Technical Assistance and Training Sessions and Hours for the Adult & Dislocated Worker, Youth programs, and the ETPL from July 1, 2024, through March 31, 2025. She also presented Program Performance Goals & Actuals for Q3.

iii. Financials

Ms. Arnold presented the Balance Sheet and Fund Balances through April 30, 2025. She shared Expenditures by Fund and County and provided an Obligations report for Adult & Dislocated Worker and Equus Youth by County and programs.

b. One-Stop Operator Report

c. Service Provider Reports

d. Updates from DWS

Ms. Alonzo shared that they are working diligently to have the grant agreements signed by July 1. DWS is planning the next annual Workforce Conference for October in Albuquerque.

The Local Plan includes expanding sector strategies nationwide. They held one convening focused on energy in the northern region. The next convening, focused on agricultural needs for the southwestern and eastern regions, is scheduled for August 6 in Ruidoso. Ms. Alonzo said a pilot project to improve the workforce services referral process using an external platform, Unite Us, will conclude at the end of this month.

**XII. Other**

- a. SAWDB member input
  - i. Mr. Orozco thanked all attendees for their time.
- b. CEO member input
  - i. Chair Poncé thanked Commissioner Malott and all attendees for their time.

**XIII. Next Meetings**

- a. The next SAWDB and CEO meeting will be a Joint Meeting scheduled for Thursday, August 14, 2025, at 10:00 a.m., with the location to be determined.

**XIV. Adjournment**

Chair Poncé adjourned the meeting at 11:35 a.m.

**ATTESTED**

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

**Mission:** Our mission is to empower individuals with access to quality employment, education, and training, fostering a skilled workforce that meets local employer needs and drives community economic growth.

The Region IV, Chief Elected Officials and the Southwestern Area Workforce Development Board are Equal Opportunity Employer and will make every effort to provide reasonable accommodations for people with disabilities who wish to attend a public meeting. Please provide notification at least 72 hours before the meeting by calling (575) 744-4857. WIOA Title I-financially assisted programs and activities are an Equal Opportunity Employer/Program. Auxiliary aids and services are available upon request to individuals with disabilities. Relay New Mexico: 711 (Voice) or 1-800-659-8331 (TTY). For program funding, visit <https://www.employnm.com/funding>.