

Southwestern Area Workforce Development Board

Special Executive Committee Meeting Agenda

Virtual Meeting via Zoom or Phone

To join meeting by phone, dial: (346) 248-7799, then enter Meeting ID: 821 2902 2735
Or to join meeting online via Zoom, go to: <https://us02web.zoom.us/j/82129022735>

Thursday, January 26, 2023, at 10:00 a.m. (MDT)

*Ms. Alisa Estrada —Chair
Mr. Joshua Orozco —Vice-Chair*

I. Call to Order

II. Welcome and Introductions

III. Roll Call and Abstentions

IV. *Public Comment (3-Minute Limit)

V. Approval of Agenda

VI. Discussion, Consideration and Possible Action

- a. Approval of the July 15, 2021, special meeting summary
- b. Resolution 22 – 01 approves a waiver of the Board's Policy 17-19.1, acknowledging the strategy and plans were in the system, and approving payout to any participant in the outstanding final invoice for YDI who is missing board-specific policy requirements but still meets the definition of the Act (WIOA) and federal guidance.

VII. Reports and Information Items

- a. Department of Workforce Solutions

VIII. Member Input

IX. **Public Comment (3-Minute Limit)

X. Next Meeting

XI. Adjournment

*Public comments can be emailed to PublicComments@sccog-nm.com before January 26, 2023, at 10:00 a.m. (MDT). All public comments will be read at the meeting in the order received.

**Public comments may also be emailed during the meeting to PublicComments@sccog-nm.com. All public comments will be read at the meeting in the order received.

DRAFT OF MEETING MINUTES

Meeting	: Special Executive Committee
Date and time	: July 15, 2021 at 4:00 p.m.
Location of Meeting	: Virtual via Zoom or Phone To join meeting by phone, dial: (346) 248-7799, then enter Meeting ID: 878 8153 4029 To join meeting online via Zoom, go to: https://us02web.zoom.us/j/87881534029
Chairperson	: Joshua Orozco
Members Attending	: Present: Alisa Estrada, Joshua Orozco, Erik Padilla, Debbie Schoonover, Kim Skinner, Mary Ulrich Absent: Gary Whitehead Staff: Skylar Arnold, Steve Duran, Angela Longovia, Diana Luchini, Krisye Shook, Jaymi Simms
Guests in Attendance	: Veronica Alonzo, Yvette Bayless, Concha Cordova, Christina Garcia-Tenorio, Darleen Lopez, Annette Montoya, Marcos Peña, Eric Rivera, Cindy Quillin, Xochitl Villanueva
Summary submitted by/Signature	: Angela Longovia, Communications Manager
Next Meeting	: No date set

#	Agenda Item	Summary
a)	Call to order	Meeting was called to order at 4:00 p.m. by Mr. Orozco
b)	Welcome and Introductions	Mr. Orozco welcomed the attendees and asked for introductions
c)	Roll Call & Abstentions	Ms. Longovia called roll, there were no abstentions
d)	Public Comment	No public comment
e)	Approval of Agenda	a) Ms. Estrada made a motion to approve the agenda, seconded by Mr. Padilla. By unanimous consent, motion passed. The member roll call vote was as follows: <ul style="list-style-type: none"> • Alisa Estrada – yes • Joshua Orozco – yes • Erik Padilla – yes • Debbie Schoonover – yes • Kim Skinner – yes • Mary Ulrich – yes
f)	Discussion, Consideration and Possible Action Regarding	a) Approval of the January 14, 2021 meeting summary Mr. Padilla made a motion to approve the meeting summary, seconded by Ms. Estrada. By unanimous consent, motion passed. The member roll call vote was as follows: <ul style="list-style-type: none"> • Alisa Estrada – yes • Joshua Orozco – yes

#	Agenda Item	Summary
		<ul style="list-style-type: none"> • Erik Padilla – yes • Debbie Schoonover – yes • Kim Skinner – yes • Mary Ulrich – yes <p>b) Resolution 21 – 01 authorizes a purchase order to the New Mexico Department of Workforce Solutions for security guard services in an amount not to exceed \$58,000.00 at New Mexico Workforce Connection centers in Deming, Las Cruces, Silver City, and Truth or Consequences, New Mexico.</p> <ul style="list-style-type: none"> • Mr. Duran stated that the Department of Workforce Solutions indicated that the NM Governor is requiring security guard services at NM Workforce Connection centers except for those centers that are serving customers by appointment only. The guards stand as a deterrent to threats to customers and staff as centers open for in-person services. DWS has procured security guard services and the SAWDB will reimburse them for the cost, not to exceed \$58,000, starting July 16, 2021 through October 15, 2021. The board has a budget reserve of \$308,741 and can afford to pay for these services. • Ms. Estrada asked if there have been any incidents requiring the need for security. Ms. Lopez, One-Stop Operator, stated that at various locations during the pandemic, aggressive customers have banged on doors, attempted to open doors, and approached staff who were outside the building during lunch, and staff indicated they felt unsafe. • Mr. Duran added that with so many unemployment insurance claimants, frustrations are very high and many customers may not know that many staff at the workforce centers are not trained to manage unemployment insurance. A security guard will stand as a deterrent. • Mr. Orozco asked if we anticipate the other offices moving to in-person services. Mr. Duran replied that we do anticipate it and the board will need to reassess. • Mr. Duran indicated there is a typographical error in the justification section of the requisition and staff will correct it. • Mr. Padilla made a motion to approve Resolution 21 – 01, seconded by Ms. Skinner. By unanimous consent, motion passed. The member roll call vote was as follows: <ul style="list-style-type: none"> ○ Alisa Estrada – yes ○ Joshua Orozco – yes ○ Erik Padilla – yes ○ Debbie Schoonover – yes ○ Kim Skinner – yes ○ Mary Ulrich – yes
g)	Member Input	<p>Ms. Schoonover asked if the security guard services are mandated, why are they not funding it. Mr. Duran replied that there was discussion and DWS asked what the SAWDB can do to help. Security for staff and customers is a need of the highest level and funds are available in the budget to pay for this.</p>

#	Agenda Item	Summary
h)	Public Comment	Ms. Garcia-Tenorio commended the board for taking this action and the staff for their service during the pandemic.
i)	Next Meeting	No date set
j)	Adjournment	Mr. Orozco adjourned the meeting at 4:28 p.m.

Attested: _____

Date _____

AGENDA ITEM SUMMARY

Southwestern Area Workforce Development Board Special Executive Committee Meeting	January 26, 2023
<p>Agenda Item Resolution 22 – 01 approves a waiver of the Board’s Policy 17-19.1, acknowledging the strategy and plans were in the system, and approving payout to any participant in the outstanding final invoice for YDI who is missing board-specific policy requirements but still meets the definition of the Act (WIOA) and federal guidance.</p>	
<p>SUMMARY OF AGENDA ITEM</p> <p>After review of the files for participants included in YDI’s final invoice, the AE discovered some files were incomplete. Numerous participants contained eligibility documents that were not signed by the participant or provider. The AE has not processed payments for such participants. This action would provide the AE and Fiscal Agent authority to process payment.</p> <p>RECOMMENDATION</p> <p>A motion to approve Resolution 22 – 01.</p> <p>COMMITTEE’S OPTIONS ARE TO</p> <ol style="list-style-type: none"> 1. Accept the recommendation 2. Amend the recommendation 3. Reject the recommendation 4. Table the item 5. Take no action on the item <p>DEPENDING ON ACTION TAKEN, ITEM MAY BE REFERRED OR REPORTED TO</p> <ul style="list-style-type: none"> • Staff or committee, as directed. <p>THIS ITEM SUPPORTS STRATEGIC PLAN GOAL(S)</p> <ul style="list-style-type: none"> • Supports all strategic plan goals <p>LIST OF SUPORTING INFORMATION FOR YOUR REVIEW</p>	



Reports & Information Items



Member Input



Public Comment



Next Meeting

PY22 Calendar

JULY S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	AUGUST S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	SEPTEMBER S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
OCTOBER S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	NOVEMBER S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	DECEMBER S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
JANUARY S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	FEBRUARY S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	MARCH S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
APRIL S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	MAY S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	JUNE S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30



Meeting Adjourned

***Thank You for
Attending***

Have a great day!