Southwestern Area
Workforce Development Board

Doña Ana Community College - Workforce Center
2345 Nevada Ave.
Las Cruces, NM 88001

To join the meeting by phone, dial (346) 248-7799, then enter Meeting ID: 873 0986 0162
To join the meeting online via Zoom, go to: https://us02web.zoom.us/j/87309860162

Thursday, June 25, 2026, at 10:00 a.m. (MDT)

DRAFT OF MEETING MINUTES

I. Call to Order

a. Chair Fryar called the meeting to order at 10:00 a.m. and welcomed all attendees. Chair Fryar approved virtual participation for members attending remotely and introduced new members.

II. Roll Call and Abstentions

a. Ms. Grijalva called roll. There were no abstentions.

Present:
Cassie Arias-Ward*
Mary Ann Chavez-Lopez*
Alisa Estrada*
Jacqueline Fryar
Mailette Lopez
Marcos Martinez
Tiffany Martinez
Michael Olguin*
Joshua Orozco
Erik Padilla
Christopher N. Rodriguez
Anton Salome
Kim Skinner*
JC Trujillo*
Michelle Velarde
Jeff Waugh
Mona Rae Waugh

Absent:
Tricia Brainard (*with cause)*
Magdaleno Manzanárez (*with cause)*
Ross Marks (*without cause)*
Debbie Schoonover (*with cause)*
Mary Ulrich (*with cause)*
Gary Whitehead (*with cause)*

Staff:
Jay Armijo, SCCOG Executive Director*
Fayth Grijalva, Administrative Specialist
Glory Juarez, WIOA Administrator
Angela Longovia, Communications Manager
Diana Luchini, Fiscal Clerk
Jaymi Simms, WIOA Program Manager
Krisye Shook, WIOA Program Monitor

Guests:
Maria Carrazco*
Manuela Castillo*
Savannah Garay*
Leroy Garcia*
Crystal Hollon*
Kay Lilley
Peter Martinez
Marissa Molano*
Chanin Kelly-O'Rourke
Juanisha Padilla*
Giselle Palomares
April Pepper*
Monica Perry*

Sarah Raney
Erik Rivera
Chris Ruiz
Rhiannon Salazar*
Samantha Sanchez*
Amanda Tapia
Marlene Thomas-Herrera*
Claudia Vargas*

*Virtual attendance

III. Public Comment

a) No public comment

IV. Approval of Agenda

Ms. Juarez requested the removal of Resolution 25 – 21.

Ms. Fryar stated that Resolution 25 – 21 will be removed.

Ms. Arias-Ward joined at 10:06 a.m.

a) Mr. Salome **motioned to approve the agenda as amended, seconded by** Ms. Estrada. **The motion passed.** The roll call vote was as follows:

Ms. Arias-Ward – Yes
Ms. Chavez-Lopez – Yes
Ms. Estrada – Yes
Ms. Fryar – Yes
Ms. Lopez – Yes
Mr. Martinez – Yes
Ms. Martinez – Yes
Mr. Olguin – Yes
Mr. Orozco – Yes
Mr. Padilla – Yes
Mr. Rodriguez – Yes
Mr. Salome – Yes
Ms. Skinner – Yes
Mr. Trujillo – Yes
Ms. Velarde – Yes
Mr. Waugh – Yes
Ms. Waugh – Yes

V. Consent Agenda Items

a) Approval of the March 26, 2026, Joint Meeting minutes

b) Resolution 25 – 22 approves a one-year subscription for Engage by Cell's text messaging platform and mobile web app.

c) Resolution 25 – 23 approves the Memorandum of Understanding between the Southwestern Area Workforce Development Board and America's Job Center Partners.

d) Resolution 25 – 24 approves the PY26 Open Meetings Act Resolution.

Mr. Padilla **motioned to approve the consent agenda items, seconded by** Ms. Estrada. **The Motion passed.** The roll call vote was as follows:

Ms. Arias-Ward – Yes
Ms. Chavez-Lopez – Yes
Ms. Estrada – Yes
Ms. Fryar – Yes
Ms. Lopez – Yes
Mr. Martinez – Yes
Ms. Martinez – Yes
Mr. Olguin – Yes
Mr. Orozco – Yes
Mr. Padilla – Yes
Mr. Rodriguez – Yes
Mr. Salome – Yes
Ms. Skinner – Yes
Mr. Trujillo – Yes
Ms. Velarde – Yes
Mr. Waugh – Yes
Ms. Waugh – Yes

VI. Action Items

a) Resolution 25 – 25 ratifies the Executive Committee's action to award Request for Proposals (RFP) #2025-001 for WIOA Youth Services, and authorizes the WIOA Administrator to finalize contract negotiations and present the agreement to the SAWDB for final approval.

Ms. Juarez reported that the Executive Committee and the CEO's approved the RFP Review Committee's recommendation and selected NMSU Board of Regents/Doña Ana Community College as the youth service provider effective July 1, 2026.

Mr. Padilla **motioned to approve Resolution 25 – 25 seconded by** Mr. Orozco. **The motion passed.** The roll call vote was as follows:

Ms. Arias-Ward – Yes
Ms. Chavez-Lopez – Yes
Ms. Estrada – Yes
Ms. Fryar – Yes
Ms. Lopez – Yes
Mr. Martinez – Yes
Ms. Martinez – Yes
Mr. Olguin – Yes
Mr. Orozco – Yes
Mr. Padilla – Yes
Mr. Rodriguez – Yes
Mr. Salome – Yes
Ms. Skinner – Yes
Mr. Trujillo – Yes
Ms. Velarde – Yes
Mr. Waugh – Yes
Ms. Waugh – Yes

b) Resolution 25 – 26 approves a grant agreement with the New Mexico Department of Workforce Solutions and the Southwestern Area Workforce Development Board to provide Workforce Innovation and Opportunity Act services from July 1, 2026, through June 30, 2028.

Ms. Juarez stated that this annual grant agreement provides funding for WIOA services in the region. The total contract amount for the year is $3,966,674.

Mr. Salome **motioned to approve Resolution 25 – 26 seconded by** Ms. Arias-Ward. **The motion passed.** The roll call vote was as follows:

Ms. Arias-Ward – Yes
Ms. Chavez-Lopez – Yes
Ms. Estrada – Yes
Ms. Fryar – Yes
Ms. Lopez – Yes
Mr. Martinez – Yes
Ms. Martinez – Yes
Mr. Olguin – Yes
Mr. Orozco – Yes
Mr. Padilla – Yes
Mr. Rodriguez – Yes
Mr. Salome – Yes
Ms. Skinner – Yes
Mr. Trujillo – Yes
Ms. Velarde – Yes
Mr. Waugh – Yes
Ms. Waugh – Yes

c) Resolution 25 – 27 approves the PY26 Budget for the period of July 1, 2026, through June 30, 2027.

Ms. Juarez stated that the grant award was approximately $3.9 million, with projected carryover balances of approximately $1.7 million, for a total of approximately $5.7 million. She provided a breakdown of the program allocations that make up the total funding of $5,747,858.

Mr. Orozco **motioned to approve Resolution 25 – 27 seconded by** Mr. Padilla. **The motion passed.** The roll call vote was as follows:

Ms. Arias-Ward – Yes
Ms. Chavez-Lopez – Yes
Ms. Estrada – Yes
Ms. Fryar – Yes
Ms. Lopez – Yes
Mr. Padilla – Yes
Mr. Rodriguez – Yes
Mr. Salome – Yes
Ms. Skinner – Yes
Mr. Trujillo – Yes

Mr. Martinez – Yes
Ms. Martinez – Yes
Mr. Olguin – Yes
Mr. Orozco – Yes
Ms. Velarde – Yes
Mr. Waugh – Yes
Ms. Waugh – Yes

d) Resolution 25 – 28 approves a government-to-government contract with the South Central Council of Governments to provide WIOA Administrative Entity Services for the period of July 1, 2026, through June 30, 2027.

Ms. Juarez stated that the Board does not have direct staff. This contract authorizes the South Central Council of Governments to provide WIOA Administrative Entity Services throughout the program year in the amount of $610,000.

Mr. Salome **motioned to approve Resolution 25 – 28, seconded by** Mr. Orozco. **The motion passed.** The roll call vote was as follows:

Ms. Arias-Ward – Yes
Ms. Chavez-Lopez – Yes
Ms. Estrada – Yes
Ms. Fryar – Yes
Ms. Lopez – Yes
Mr. Martinez – Yes
Ms. Martinez – Yes
Mr. Olguin – Yes
Mr. Orozco – Yes
Mr. Padilla – Yes
Mr. Rodriguez – Yes
Mr. Salome – Yes
Ms. Skinner – Yes
Mr. Trujillo – Yes
Ms. Velarde – Yes
Mr. Waugh – Yes
Ms. Waugh – Yes

e) Resolution 25 – 29 approves a government-to-government contract with Alamo Navajo School Board, Inc., to provide WIOA Youth Services for the period of July 1, 2026, through June 30, 2027.

Ms. Juarez noted that the terms of the contract remain the same as the previous year, with the Alamo Navajo School Board providing youth participant services on the reservation. The allocated amount is $224,000.

Mr. Salome **motioned to approve Resolution 25 – 29, seconded by** Ms. Martinez. **The motion passed.** The roll call vote was as follows:

Ms. Arias-Ward – Yes
Ms. Chavez-Lopez – Yes
Ms. Estrada – Yes
Ms. Fryar – Yes
Ms. Lopez – Yes
Mr. Martinez – Yes
Ms. Martinez – Yes
Mr. Olguin – Yes
Mr. Orozco – Yes
Mr. Padilla – Yes
Mr. Rodriguez – Yes
Mr. Salome – Yes
Ms. Skinner – Yes
Mr. Trujillo – Yes
Ms. Velarde – Yes
Mr. Waugh – Yes
Ms. Waugh – Yes

f) Resolution 25 – 30 approves a contract with Regents of New Mexico State University/Doña Ana Community College, to provide WIOA Youth Services for the period of July 1, 2026, through June 30, 2027.

Ms. Juarez provided an overview of the $1 million contract for services in the region and noted that the full document will be shared after the meeting. She highlighted the provider's focus on strengthening partnerships, serving disconnected and at-risk youth, and maintaining staffing levels. The proposed budget will be revised to align with the award amount and shared with the Board once it is complete.

Mr. Orozco asked if the contract is finalized. Ms. Juarez noted that the contract remains largely the same as the previous provider, with the same performance measures in place.

The main difference is that the provider will not operate for profit, allowing more funds to go toward participant services.

Ms. Estrada **motioned to approve Resolution 25 – 30 seconded by** Ms. Martinez. **The motion passed.** The roll call vote was as follows:

Ms. Arias-Ward – Yes
Ms. Chavez-Lopez – Yes
Ms. Estrada – Yes
Ms. Fryar – Yes
Ms. Lopez – Yes
Mr. Martinez – Yes
Ms. Martinez – Yes
Mr. Olguin – Yes
Mr. Orozco – Abstained
Mr. Padilla – Yes
Mr. Rodriguez – Abstained
Mr. Salome – Yes
Ms. Skinner – Yes
Mr. Trujillo – Yes
Ms. Velarde – Yes
Mr. Waugh – Yes
Ms. Waugh – Yes

g) Resolution 25 – 31 approves a contract with Arbor E&T, LLC dba Equus Workforce Solutions, to provide WIOA Adult & Dislocated Worker Services for the period of July 1, 2026, through June 30, 2027.

Ms. Juarez stated that this contract continues Adult and Dislocated Worker services with an allocated amount of $2.3 million. Performance measures will remain the same.

Mr. Padilla **motioned to approve Resolution 25 – 31 seconded by** Mr. Salome. **The motion passed.** The roll call vote was as follows:

Ms. Arias-Ward – Yes
Ms. Chavez-Lopez – Yes
Ms. Estrada – Yes
Ms. Fryar – Yes
Ms. Lopez – Yes
Mr. Martinez – Yes
Ms. Martinez – Yes
Mr. Olguin – Yes
Mr. Orozco – Yes
Mr. Padilla – Yes
Mr. Rodriguez – Yes
Mr. Salome – Yes
Ms. Skinner – Yes
Mr. Trujillo – Yes
Ms. Velarde – Yes
Mr. Waugh – Yes
Ms. Waugh – Yes

h) Resolution 25 – 32 approves a contract with Arbor E&T, LLC dba Equus Workforce Solutions, to provide WIOA One-Stop Operator Services for the period of July 1, 2026, through June 30, 2027.

Ms. Estrada left the meeting.

Ms. Juarez explained that this contract provides One-Stop Operator services for the program year. The provider's role is to ensure coordination among partners at the American Job Centers and support daily operations. The contract amount is $250,000, similar to the previous program year.

Mr. Salome **motioned to approve Resolution 25 – 32, seconded by** Ms. Martinez. **The motion passed.** The roll call vote was as follows:

Ms. Arias-Ward – Yes
Ms. Chavez-Lopez – Yes
Ms. Fryar – Yes
Ms. Lopez – Yes
Mr. Martinez – Yes
Ms. Martinez – Yes
Mr. Olguin – Yes
Mr. Orozco – Yes
Mr. Padilla – Yes
Mr. Rodriguez – Yes
Mr. Salome – Yes
Ms. Skinner – Yes
Mr. Trujillo – Yes
Ms. Velarde – Yes
Mr. Waugh – Yes
Ms. Waugh – Yes

i) Resolution 25 – 33 approves a Youth Services Program Transition Agreement between the Southwestern Area Workforce Development Board and Arbor E&T, LLC dba Equus Workforce Solutions.

Ms. Estrada rejoined the meeting.

Ms. Juarez explained that the transition agreement is intended to support the transition between providers. She noted that most staff will be picked up by the Adult and Dislocated Worker program to help avoid layoffs. The agreement would provide limited staff support for approximately one month, including a Talent Development Specialist and partial QA support. Ms. Juarez requested approval to continue negotiations for a short-term agreement not to exceed $6,000.

Mr. Orozco asked about approving the agreement while it is still under negotiation. Ms. Juarez explained that the request is not to exceed $6,000, with any increase brought back to the Board. The proposed agreement will provide transition support and QA file retention.

Mr. Orozco **motioned to approve Resolution 25 – 33, seconded by** Mr. Padilla. **The motion passed.** The roll call vote was as follows:

Ms. Arias-Ward – Yes
Ms. Chavez-Lopez – Yes
Ms. Estrada – Yes
Ms. Fryar – Yes
Ms. Lopez – Yes
Mr. Martinez – Yes
Ms. Martinez – Yes
Mr. Olguin – Yes
Mr. Orozco – Yes
Mr. Padilla – Yes
Mr. Rodriguez – Yes
Mr. Salome – Yes
Ms. Skinner – Yes
Mr. Trujillo – Yes
Ms. Velarde – Yes
Mr. Waugh – Yes
Ms. Waugh – Yes

j) Resolution 25 – 34 approves a lease agreement between the Southwestern Area Workforce Development Board and Tresco, Inc. in Truth or Consequences.

Ms. Juarez requested approval of the letter of intent to maintain the lease and continue negotiations. She noted that staff are working with the service provider and partners to keep the office open while future options are reviewed with partners.

Mr. Padilla **motioned to approve Resolution 25 – 34, seconded by** Mr. Salome. **The motion passed.** The roll call vote was as follows:

Ms. Arias-Ward – Yes
Ms. Chavez-Lopez – Yes
Ms. Estrada – Yes
Ms. Fryar – Yes
Ms. Lopez – Yes
Mr. Martinez – Yes
Ms. Martinez – Abstained
Mr. Olguin – Yes
Mr. Orozco – Yes
Mr. Padilla – Yes
Mr. Rodriguez – Yes
Mr. Salome – Yes
Ms. Skinner – Yes
Mr. Trujillo – Yes
Ms. Velarde – Yes
Mr. Waugh – Yes
Ms. Waugh – Yes

k) Resolution 25 – 35 approves a lease agreement between the Southwestern Area Workforce Development Board and 70 South Investments in Sunland Park.

Ms. Juarez requested approval of the letter to provide notice to renew the American Job Center office lease and continue negotiations. She noted that the property owner has been willing to work with the Board to maintain the current lease month to month while negotiations take place.

Ms. Juarez provided an update that staff are exploring other potential locations. Ms. Palomares discussed another possible one-stop location with partners; however, it was not feasible for all partners at this time, making the current location the most sustainable option.

Ms. Arias-Ward **motioned to approve Resolution 25 – 35, seconded by** Ms. Martinez. **The motion passed.** The roll call vote was as follows:

Ms. Arias-Ward – Yes	Mr. Padilla – Yes
Ms. Chavez-Lopez – Yes	Mr. Rodriguez – Yes
Ms. Estrada – Yes	Mr. Salome – Yes
Ms. Fryar – Yes	Ms. Skinner – Yes
Ms. Lopez – Yes	Mr. Trujillo – Yes
Mr. Martinez – Yes	Ms. Velarde – Yes
Ms. Martinez – Yes	Mr. Waugh – Yes
Mr. Olguin – Yes	Ms. Waugh – Yes
Mr. Orozco – Yes	

l) Resolution 25 – 36 approves the SAWDB meeting calendar through June 30, 2027.

Ms. Arias-Ward and Ms. Chavez-Lopez left the meeting at 10:56 a.m.

Ms. Longovia stated that the next meeting on August 13, 2026, will be a Joint Meeting held in Silver City, per Commissioner Poncé's request.

Mr. Orozco requested that the February 11, 2027, meeting be held in Sunland Park.

Ms. Fryar requested that the April 8, 2027, meeting be held in Reserve.

Mr. Padilla **motioned to approve Resolution 25 – 36, seconded by** Mr. Orozco. **The motion passed.** The roll call vote was as follows:

Ms. Estrada – Yes	Mr. Rodriguez – Yes
Ms. Fryar – Yes	Mr. Salome – Yes
Ms. Lopez – Yes	Ms. Skinner – Yes
Mr. Martinez – Yes	Mr. Trujillo – Yes
Ms. Martinez – Yes	Ms. Velarde – Yes
Mr. Olguin – Yes	Mr. Waugh – Yes
Mr. Orozco – Yes	Ms. Waugh – Yes
Mr. Padilla – Yes	

VII. Reports and Information Items

a) Administrative and Financial Reports

i. WIOA Administrator

Ms. Juarez reported that she is finalizing all contracts, working on the transition, and that an exit conference with monitors is scheduled.

ii. Technical Assistance and Training

Ms. Simms reported PY25 July 1, 2025, through March 31, 2026, technical assistance sessions, hours, and PY25 Q3 Performance Goals & Actuals for the Adult, Dislocated Worker, and Youth programs.

iii. Financials

Ms. Juarez said Ms. Arnold is out, and the report is in the packet for review.

b) One-Stop Operator Report

Ms. Palomares and Ms. Raney presented PY25 Q3 data, achievements, and foot traffic.

c) Service Provider Reports

i. Youth Services (Alamo Navajo School Board)

Ms. Padilla reported for PY25 Q3. Program highlights included Enrollment Goals, Work Experience/Placements, Budget Expenditure Report, and Training Opportunities.

ii. Youth Services (Equus Workforce Solutions)
Ms. Molano presented information about the In-School Youth and Out-of-School Youth program from July 1, 2025, through June 5, 2026. Her report included enrollments, supportive services, program exiters, and a success story.

iii. Adult/Dislocated Worker Services (Equus Workforce Solutions)
Ms. Molano presented information about the Adult and Dislocated Worker program from July 1, 2025, through June 5, 2026. Her report included enrollments, performance, service, and fund distributions by industry sectors, and more.

d) Updates from DWS

Mr. Martinez reported that funding will depend on federal decisions, likely remaining stable or slightly reduced, with potential for larger cuts. State funding has helped offset the impacts, and updates will be provided as they become available.

Ms. Velarde shared updates on the Office of New Americans, a new broadband training partnership with local classes, and the rebranding of a mobile unit to promote American Job Center services.

Ms. Kelly-O'Rourke thanked Board staff for their strong collaboration with the monitoring team and their willingness to work together throughout the process.

VIII. Other

a) Member Input

i. Ms. Juarez expressed appreciation to Equus for their years of service and work supporting the youth program.

IX. Next Meeting

a) Joint Meeting, Thursday, August 13, 2026, at 10:00 a.m.

X. Adjournment

a) Chair Fryar adjourned the meeting at 11:49 a.m.

ATTESTED

______________________________ ________________________
Date