



## MINUTES

### Regular Meeting

March 2, 2023

10:30 am

Virtually on Zoom at:

<https://us02web.zoom.us/j/82188842781?pwd=WTE2RnBsZlNoalBud1FqVjZKV0xIU09>

### Members Present

Christie Ann Harvey  
Haydn Forward  
Randy Hernandez  
Tisha Green  
Jacob Bigler  
Alex Brown  
Nanette Day  
Jessica Etcheverry  
Misty Pugmire  
Nancy Ketcham  
Marlena Valenzuela  
Glenda Greene  
Armando Aguilera  
Howard Hutchinson  
William Hawkins

### Others Present

Priscilla Lucero  
Emily Gojkovich  
Cerisse Grijalva  
Jessie St. Clair  
Trisha Korbas  
Debbie Gray  
Kelly Peterson

### Members Not Present

Alan Berg  
Agatha King  
Hilda Keller  
Major Salas  
Aaron Sera  
Jeff Spaletta  
Joseph Shepard  
Gilbert Cruz  
Ron Belanger  
Tom Lovett  
Elmo Gomez

Luna County  
Catron County  
Grant County  
Hidalgo County  
Village of Virden  
Town of Silver City  
Town of Hurley  
Deming Public Schools  
El Grito Head Start  
Casas Adobes MDWC  
City of Bayard  
City of Lordsburg  
Grant County SWCD  
San Francisco SWCD  
Silver Consolidated Schools

SWNMCOG  
SWNMCOG  
SWNMCOG  
SWNMCOG  
EDA  
Kriegel/Gray/Shaw  
Hidalgo County

Tyrone WWA  
Quemado Lake Assoc.  
Village of Reserve  
Village of Columbus  
City of Deming  
Cobre Schools  
WNMU  
Hanover MDWCA  
Arenas Valley MDWCA  
New Model Ditch Assoc.  
Rosedale MDWCA

Deming, NM  
Reserve, NM  
Silver City, NM  
Lordsburg, NM  
Virden, NM  
Silver City, NM  
Hurley, NM  
Deming, NM  
Silver City, NM  
Mimbres, NM  
Bayard, NM  
Lordsburg, NM  
Silver City, NM  
Glenwood, NM  
Silver City, NM

Silver City, NM  
Silver City, NM  
Silver City, NM  
Silver City, NM  
Austin, TX  
Las Cruces, NM  
Lordsburg, NM

Tyrone, NM  
Quemado, NM  
Reserve, NM  
Columbus, NM  
Deming, NM  
Bayard, NM  
Silver City, NM  
Hanover, NM  
Arenas Valley, NM  
Virden, NM  
Silver City, NM

Southwest  
New Mexico  
Council of Governments

*Strengthening Those We Serve*  
Hidalgo • Catron • Luna • Grant



Gerald Moss  
Diana Jiron  
JoAnn Holguin  
Hollis Vaughn  
Dora Gonzales  
Shelia Hudman  
Carlos Romero

Rancho Grande MDWCA  
Lake Roberts MDWCA  
GRMC  
Hidalgo SWCD  
SW Solid Waste Authority  
Village of Santa Clara  
NM Tech/Playas Training Center

Reserve, NM  
Lake Roberts, NM  
Silver City, NM  
Lordsburg, NM  
Silver City, NM  
Santa Clara, NM  
Socorro, NM

- I. Vice-Chair Alex Brown called the Regular Board Meeting of the Southwest New Mexico Council of Governments to order on Thursday, March 2, 2023 at 10:30am.
- II. All stood for the Pledge of Allegiance.
- III. Jessie St. Clair roll called members; quorum was present.
- IV. Vice-Chair Brown asked for the approval of the agenda, Jessica Etcheverry made the motion to approve the agenda, William Hawkins seconded the motion; all in favor, motion carried.
- V. All present introduced themselves. Priscilla welcomed and introduced Trisha Korbas from EDA and Debbie Gray from Kriegel/Gray/Shaw with the Audit.
- VI. Vice-Chair Brown asked for the approval of Consent Agenda items, Christie Ann Harvey made the motion to approve the Consent Agenda items, William Hawkins seconded the motion; all in favor, motion carried.
- VII. New Business
  - A. Presentation by Trisha Korbas, EDA- Trish Korbas from the EDA gave the board a virtual presentation. Trisha went over the FY2022 recap, the five-year investment for state and region and the FY2023 updates.
  - B. Presentation by Debbie Gray, Kriegel/Gray/Shaw & Co., P.C.- A presentation of the SWNMCOG's 2022 audit report was presented virtually by Debbie Gray, P.C. She explained that the independent auditors report COG financial statements are in accordance with accounting standards. She explained the activities of the COG which includes assets and liabilities. She further explained that the income statements show the board the COG expenditures and revenues. She explained that the COG had no material weaknesses or significant deficiencies but the findings included insufficient collateral pledged on Tyrone account, which was immediately pledged during the audit. The second finding was that expenditures exceeded budget on EDA2 account. This was explained by miscommunication with the COG and accountant. The late audit report from last year was resolved. Debbie explained that in spite of the two findings it was a good audit and that the personnel at the COG office were very helpful in providing needed documents as requested. Vice Chairman Brown asked if there were any questions and there were none.



- C. Approval/Disapproval SWNMCOG 2022 Audit Report. Vice-Chair Brown asked for the approval of the SWNMCOG 2022 Audit Report, William Hawkins made the motion to approve the SWNMCOG 2022 Audit Report, Randy Hernandez seconded; all in favor, motion carried.
- D. Approval/Disapproval Resolution #COG 2022-2023-1 Amending Personnel Policy. Priscilla explained that the Personnel Policy had some clean-up including changes to temporary vs full-time employment. Priscilla added that the clean-up of the policy also included a two-hour delay for inclement weather, with the Executive Director making a final decision if staff should stay home the entire day. She further explained that there was a modification to travel that referring to the State Milage & Per Diem Act instead of including dollar amounts in the policy. Lastly, she explained that included was that employees must submit travel requests within 30 days. Vice-Chair Brown asked for the approval of Resolution #COG 2022-2023-1 Amending Personal Policy, Misty Pugmire made the motion to approve Resolution #COG 2022-2023-1, Randy Hernandez seconded; all in favor, motion carried.
- E. Approval/Disapproval Resolution # COG 2022-2023-2 Amending Financial Policy and Procedures Manual. Priscilla explained that minor changes were made including the 30-day travel reimbursement and changing the wording of "Purchase Card" to "Credit Card" since that is what the COG now uses. Vice-chair Brown asked for the approval of Resolution #COG 2022-2023-2 Amending Financial Policy and Procedures Manual, Misty Pugmire made the motion to approve Resolution #COG 2022-2023-2, William Hawkins seconded; all in favor, motion carried.
- F. Approval/Disapproval Resolution # COG-2022-2023-3 Amending 2022-2023 Budget. Emily explained the changes in the budget included the removal of the RCAC fund due to the rescinded contract. Further she explained the Senior Olympics fund was taken out of the budget. Priscilla reached out and got no response on spending the money so it was reverted back to Grant County. Emily explained that \$70,000 was added to the budget from the Capacity Building Grant and also added a \$2000 fund for veterans. Further, \$2400 from MFA was added from last year's contract and the Youth Basketball Fund had added \$20,000 to \$24,989 due to late check coming in to this fiscal year. Emily explained that she changed transfer to DFA from MFA from \$8000 to \$14,000 and a transfer out of COG to \$1,624.16 to fulfill matching obligation. Emily also explained salary clean up with the Capacity Grant. Vice-Chair Brown asked for the approval of Resolution # COG 2022-2023-3 Amending 2022-2023 Budget, Misty Pugmire made the motion to approve Resolution # COG 2022-2023-3, William Hawkins seconded; all in favor, motion carried.
- G. Approval/Disapproval Out of State Travel for Emily to Emerging Leaders in Tulsa, OK on March 27, 2023. Emily explained that this is an EDA/NADO program where Deputy Directors learn best practices from other districts. Vice-Chair Brown asked for the approval for Out of State Travel for Emily to Emerging Leaders in Tulsa, OK, Randy Hernandez made the motion to approve Out of State Travel for Emily to Emerging Leaders in Tulsa, OK, Christie Ann Harvey seconded; all in favor, motion carried.



- H. Approval/Disapproval Out of State Travel for Emily to Advanced Economic Development Leadership in Fort Worth, TX on May 22, 2023. Vice-Chair Brown asked for approval of Out of State Travel for Emily to Advanced Economic Development in Fort Worth, TX, Randy Hernandez made the motion to approve Out of State Travel for Emily to Advanced Economic Development Leadership on Fort Worth, TX, Haydn Forward Seconded; all in favor, motion carried.
- I. Approval/Disapproval Out of State Travel for Priscilla and Emily to SWREDA Conference in New Orleans, LA on May 2, 2023. Priscilla explained that this is the required conference for Economic Development Administration. She explained that she serves on the 5-state board. Vice-Chair Brown asked for the approval for Out of State Travel for Priscilla and Emily to SWREDA Conference in New Orleans, LA, William Hawkins made the motion to approve Out of State travel for Priscilla and Emily to SWREDA Conference in New Orleans, LA, Randy Hernandez seconded; all in favor, motion carried.
- J. Approval/Disapproval Agreement with Kriegel/Gray/Shaw for Audit Year 2022-2023. Priscilla explained that the COG is pleased with Debbie's auditing serves and would like to enter into agreement for this fiscal year. The RFP is for multiple years. Vice-Chair Brown asked for the approval of the Agreement with Kriegel/Gray/Shaw for Audit Year 2022-2023, Randy Hernandez made the motion to approve the Agreement with Kriegel/Gray/Shaw for Audit Year 2022-2023, William Hawkins seconded; all in favor, motion carried.
- K. Southwest Community Network (RPN) Kristy Ortiz. Presentation was postponed due to Kristy's absence.
- L. Update from Member Dues Committee. Emily explained that the Member Dues Committee consisted of Randy Hernandez, Shelia Hudman and herself. She further explained that they have met to really looks at the agreement and associated dues to separate out different services to be more specific. Emily explained that there would be a general membership and an associate membership. Emily shared her screen to show the membership documents with the differences and fees included. She also explained the committee recommendation to create a membership for non-profits at \$125 per year. She explained that the new membership forms are up for discussion and are not set in stone. She shared the last year dues amounts to compare with the new proposed amounts. Emily requested input on including non-profits and explained that the COG wants the board to be comfortable with any changes.

#### VIII. Old Business:

Receive Economic Development- Emily explained the second stakeholder meeting for the Hurley Comprehensive Plan has occurred. She further explained that the Lordsburg Comprehensive Plan has started and the Luna County Affordable Housing Plan is being worked on as well. Emily further explained she just completed a Rural Development Grant for the City of Lordsburg and that the COG hosted a cohort of Emerging Leaders from different states. Emily gave an update on the CO.STARTERS Program and explained that the Luna County cohort



starts April 6, 2023 through June 8, 2023. The Hidalgo County cohort will start in September of 2023 and the Catron County cohort will start February of 2024. Emily explained that she has emailed the board regarding GSLI, a new recruiting software the COG is using and if anyone has any questions to please contact us.

Receive Transportation Report- Cerisse reported that she and Priscilla have been working with NADO Connecting SWNM, expanding the safety trail in Santa Clara to Silver City and Hurley. NADA members from Ohio set up counters here to get traffic, pedestrian and bicycle counts to collect data in order to seek future funding. Cerisse explained that there will be a meeting regarding this in April and to email her for details. Cerisse explained that she sent out an email regarding the Transportation Project Fund which included the Project Feasibility Forms. The deadline to get her the forms will be Thursday March 30<sup>th</sup> so she can send to District 1. She further mentioned that there will be a training for the Transportation Project Fund and Capital Outlay on March 21, 9am-11am at District 1 in Deming.

Receive Executive Director's Report- Priscilla reported that the Colonias applications are due March 8<sup>th</sup> and there is 65 million available in the Colonias Fund. She further explained how the COG is working on assisting area acequias and found there is some movement with debris clean up. Priscilla added that Kristy with USDA is helping her to ensure that these acequias are complaint with the Governor's Executive Order. Priscilla reported that the legislators have made their allocations to capital outlay but that the bill won't be until the week of April. She explained that they do have more money this year with the Senate at \$4.1 million and the House at \$3.4 million. Priscilla reminded the board that Congressional Direct spending application are due March 16<sup>th</sup> and if you have any questions about this to please reach out. Priscilla further explained that on May 18<sup>th</sup> there will be a New Mexico Finance Authority Tour in Grant County. She also explained to reach out if anyone needs a grant writer as the capacity fund can be used for this and needs to be expended by June. Priscilla reported that there will be another round of Recreation Facility and Outdoor Recreation funds so to keep that in mind going forward.

- IX. Next Regular Board Meeting to be held April 27, 2023.
- X. Vice Chair Brown declared the regular meeting of the Southwest New Mexico Council of Governments adjourned.



A handwritten signature in blue ink, appearing to read "Aaron Sera".

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Aaron Sera, Chairman

**Attest:**

A handwritten signature in blue ink, appearing to read "Priscilla C. Lucero".

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Priscilla Lucero, Secretary