

# **Southwestern Area Workforce Development Board**

## **Planning Committee Meeting Agenda**

### **Virtual Meeting via Zoom or Phone**

To join meeting by phone, dial: (346) 248-7799, then enter Meeting ID: 840 9096 6109

Or to join meeting online via Zoom, go to: <https://us02web.zoom.us/j/84090966109>

**Friday, April 9, 2021 at 10:00 a.m. (MDT)**

*Mr. Gary Whitehead—Chair  
Ms. Sharon Thomas—Vice Chair*

- I. Call to Order**
- II. Welcome**
- III. Roll Call and Abstentions**
- IV. \*Public Comment (3-Minute Limit)**
- V. Approval of Agenda**
- VI. \*Public Comment (3-Minute Limit)**
- VII. Discussion or Motion for Recommendation Items**
  - a. Approval of January 7, 2021 special meeting summary
  - b. Four-year Plan Monitoring and Reporting
- VIII. \*Public Comment (3-Minute Limit)**
- IX. Member Input**
- X. Next Meeting**
- XI. Adjournment**

**\*Public comments can be emailed to [angela1@sccog-nm.com](mailto:angela1@sccog-nm.com) before April 9, 2021 at 10:00 a.m. (MDT). All public comments will be read at the meeting in the order received.**

## DRAFT OF MEETING SUMMARY

<b>Meeting</b>	:	<b>Special Planning Committee</b>
Date and time	:	January 7, 2021 at 1:30 p.m.
Location of Meeting	:	Virtual via Zoom or Phone To join meeting by phone, dial: (346) 248-7799, then enter Meeting ID: <b>815 6996 0002</b> To join meeting online via Zoom, go to: <a href="https://us02web.zoom.us/j/81569960002">https://us02web.zoom.us/j/81569960002</a>
Chair	:	Gary Whitehead
Members Attending	:	<b>Present:</b> Cassie Arias, Joe Gristy, Mario Juarez-Infante, Michael Olguin, Sharon Thomas, Gary Whitehead <b>Staff:</b> Steve Duran, Angela Longovia, Kathleen Mrozek
Guests in Attendance	:	Veronica Alonzo, Yvette Bayless, Maria Ethier, Christina Garcia-Tenorio, Darleen Lopez, Chris Melon, Marcos Pena, Cindy Quillin, Eric Rivera, Adrian Tapia, and Mary Ulrich
Summary submitted by/Signature	:	Kathleen Mrozek, Administrative Specialist
Next Meeting	:	Friday, April 9, 2021 at 10:00 a.m.

#	Agenda Item	Summary
1.	<b>Call to order</b>	Meeting was called to order at 1:32 p.m. by Mr. Whitehead
2.	<b>Welcome</b>	Mr. Whitehead welcomed everyone
3.	<b>Roll Call &amp; Abstentions</b>	Ms. Mrozek called roll, there were no abstentions
4.	<b>Approval of Agenda</b>	A motion was made by Mr. Olguin to approve the agenda, seconded by Ms. Thomas. Motion passed.
5.	<b>Discussion or Motion for Recommendation Items</b>	<p>Approval of Summary for October 23, 2020</p> <ul style="list-style-type: none"> <li>Ms. Arias-Ward made a motion to approve the summary, seconded by Mr. Olguin. Roll call vote was conducted. All the members present voted in the affirmative. Motion passed. Mr. Juarez-Infante joined the meeting at 1:35 p.m.</li> </ul> <p>Four-Year Plan PY2020 – 2023 Review</p> <ul style="list-style-type: none"> <li>Mr. Duran shared feedback received from DWS review committee members and edits made to the local plan. The Committee discussed the updated changes.</li> <li>Mr. Whitehead stated he would like to see the following areas addressed: <ul style="list-style-type: none"> <li>Clarity of the document, which gives Mr. Duran and staff the flexibility to make sure the document reads, flows and is grammatically correct.</li> <li>Clarity of the Funding Formula</li> <li>Compliance with the Open Meetings Act</li> <li>Define “Stakeholder”</li> </ul> </li> <li>A revised draft will be sent to the SAWDB Executive Committee for the January 14, 2021 meeting where they will approve it before submitting to DWS on January 15, 2021</li> <li>Ms. Thomas made a motion to approve the Four-Year Plan with the changes Mr. Whitehead outlined, seconded by Ms. Arias-Ward. Roll call vote was conducted. All the members present voted in the affirmative. Motion passed.</li> </ul>

#	Agenda Item	Summary
6.	Public & Member Comments	There were no public comments.
7.	Next Meeting	Friday, April 9, 2021 at 10:00 a.m.
8.	Adjournment	Meeting was adjourned at 2:43 p.m.

Attested: \_\_\_\_\_

Date \_\_\_\_\_

## AGENDA ITEM SUMMARY

Policy Committee Meeting	April 9, 2021
<b>Agenda Item</b> Four-year Plan Monitoring and Reporting	
<b>SUMMARY OF AGENDA ITEM</b> <p>The four-year plan has been approved from the NMDWS SAE without a need for additional changes. The board has eight workforce goals with description focal points. The committee will review the goals and focal points to identify milestone objectives to support the goals. The goals start on page x of the four-year plan. The committee will also discuss how monitoring and reporting show be conducted to stakeholders, the board, and CEOs.</p> <p>Please review the goals and be prepared to discuss at the committee meeting. <a href="#">Click here to view the four-year plan.</a></p>	
<b>DEPENDING ON ACTION TAKEN, ITEM MAY BE REFERRED OR REPORTED TO</b> <ul style="list-style-type: none"> <li>• Staff or committee, as directed.</li> </ul>	
<b>THIS ITEM SUPPORTS STRATEGIC PLAN GOAL(S)</b> <ul style="list-style-type: none"> <li>• Supports all strategic plan goals</li> </ul>	
<b>LIST OF SUPPORTING INFORMATION FOR YOUR REVIEW</b> <ul style="list-style-type: none"> <li>• Four-year Plan</li> </ul>	



# *Next Meeting*

# 2021

## JANUARY

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## NOVEMBER

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## DECEMBER

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***Meeting Adjourned***

***Thank You for  
Attending***

***Have a great day!***