



**MINUTES - BOARD OF DIRECTORS MEETING**  
**JANUARY 27, 2017 10:09 A.M., MST**  
**8037 Lockheed, Ste. 100 El Paso, TX 79925**

<b><u>Board Members Present:</u></b>	<b><u>Board Members Absent:</u></b>
Commissioner Carlos Leon, County of El Paso, RGCOG Board President	Mr. Mike Rosales, YISD Board of Trustees
Judge Jeannette Duer, Jeff Davis County, RGCOG 1 <sup>ST</sup> Vice President	Mayor Ken Miyagishima, City of Las Cruces
Commissioner Andrew Haggerty, County of El Paso, RGCOG 2 <sup>ND</sup> Vice President	Mayor Oscar Leeser, City of El Paso
Mr. Art Fierro, EPCC Board of Trustees, RGCOG Past President	Judge Veronica Escobar, County of El Paso
Mayor Jesus Calderon, Town of Valentine	Judge Carlos Urias, Culberson County
Representative Carl Robinson, City of El Paso	Angelica Rodriguez, SISD Board of Trustees
Judge Mike Doyal, Hudspeth County	Col Mike Hester, Ft. Bliss Garrison Commander
Judge Cinderela Guevara, Presidio County	State Senator Jose Rodriguez, Dist. 29
Representative Lily Limon, City of El Paso	<b><u>Guest Present:</u></b>
Judge Eleazar Cano, Brewster County	Diana Valdez, Law Offices of Diana Macias Valdez, PLLC
Ms. Bonnie Moorhouse, Horizon Regional MUD	José Qioñones, Economic Development Director
Ms. Diane Dye, EPISD Board of Trustees	Salvador Baeza, PHARMD, DABAT, Director
Governor Carlos Hisa, Ysleta del Sur Pueblo	David Marquez, TXDPS / TDEM
<b><u>Alternates Present:</u></b>	David Lambrix, Brewster County EMC
Mayor Dan Dunlap, Proxy for Alderman Walter Miller	Daniel Vasquez, EPISD
Trustee Shane Haggerty, Proxy for Judge Veronica Escobar	
Councillor Greg Smith, Proxy for Mayor Ken Miyagishima	
Commissioner Isabella Solis, Proxy for Commissioner Ramon Gonzalez	<b><u>RGCOG Staff Present:</u></b>
LTC Paul Stewart, Proxy for Colonel Mike Helser	Yvette Lugo, Area Agency on Aging Director
<b><u>RGCOG Staff Present:</u></b>	Marisa Quintanilla, Regional Services Director
Annette Gutierrez, Executive Director	Omar Martinez, Regional Services Coordinator II
Judy Cisneros, Finance Director	Cynthia Mendez, Regional Services Coordinator
Stella Rodriguez, Executive Administrative Assistant	Phil Bowen, RGCOG Attorney

# MINUTES

## **ROLL CALL AND DETERMINATION OF QUORUM**

Roll call was taken and it was determined that a quorum was present.

## **APPROVAL OF MINUTES OF THE PREVIOUS MEETING HELD ON OCTOBER 28, 2016.**

Judge Mike Doyal motioned for approval and Mr. Art Fierro seconded the motion. Commissioner Carlos Leon called for a vote and the motion was approved unanimously.

## **ADMINISTRATION**

### **1. Recognition of Employees who participated in Project Bravo's Paint-A-Thon, by Annette Gutierrez**

Ms. Gutierrez recognized the following Rio Grande Council of Governments' (RGCOG) employees for their voluntary participation in Project Bravo's Paint-A-Thon: Letty Barron, Aarón Burciaga, Thelma Diaz, Elvia Galindo, Yolanda Gomez, Sandra Gonzalez, Becky Hernandez, Omar Martinez, Yvette Lugo, Stella Rodriguez, and Rebecca Stauffer.

In addition to these employees, 15 juniors and seniors from El Paso Independent School District's (EPISD) College, Career and Technical Education program participated in the event as well. The group was led by Carla Barron, a junior from Bowie High School and the granddaughter of Letty Barron, receptionist for the RGCOG. The students were supervised by Rebecca Manriquez, Instructor for the Emergency Medical Technician program. EPISD's Board Trustee Diana Dye and Bob Geske attended the event and provided refreshments and lunch.

The group painted the home of Mrs. Gonzalez, located 3529 Tyler Street in Northeast El Paso. The group started painting at 8:30 a.m. and concluded at 3:00 p.m.

Ms. Yvette Lugo also recognized Becky Hernandez for her promotion within the Area Agency on Aging Division. Ms. Hernandez is the Program Specialist for Service Coordination.

**2. Proposed Revisions to the RGCOG Personnel Manual, by Annette Gutierrez**

Ms. Gutierrez requested Board approval to revise the RGCOG Personnel Manual. She introduced Ms. Diana Valdez, Attorney at Law, and explained that the RGCOG had contracted with Ms. Valdez to review and provide recommendations to revise the manual. Ms. Valdez explained the procedure and also answered questions presented by the Board.

Mr. Art Fierro motioned for approval and Mayor Jesus Calderon seconded the motion. Commissioner Carlos Leon called for a vote and the motion was approved unanimously.

Commissioner Carlos Leon stated for the record that the RGCOG Attorney, Phil Bowen was not present.

**3. Appointment for State Legislators Ex Officio Positions on the RGCOG Board of Directors, by Annette Gutierrez**

Ms. Gutierrez informed the board that in 2011 the RGCOG was required to revise the bylaws to include State Representatives to serve on the RGCOG Board of Directors as Ex Officio members. Since Representative Marisa Marquez has retired, the RGCOG has a vacancy. Ms. Gutierrez explained that she will prepare a letter to the eligible State Representatives and upon receipt of the responses the matter will be brought back to the Board for discussion.

**4. Update on Accounting Software, by Annette Gutierrez**

Ms. Gutierrez informed the board that the RGCOG will be exploring web based accounting software for the Finance Division.

**5. Public Funds Investment Quarterly Report for accounts held at Bank of America, by Judy Cisneros**

Ms. Cisneros presented the Public Funds Investment report for the 1<sup>st</sup> quarter of fiscal year 2017 for bank accounts held at Bank of America, Operating, 911, and Savings.

**6. Public Funds Investment Quarterly Report for accounts held at Wells Fargo, NA, by Judy Cisneros**

Ms. Cisneros presented the Public Funds Investment report for the 1<sup>st</sup> quarter of fiscal year 2017 for bank accounts held at Wells Fargo, NA, Operating, 911, and Savings.

## **REGIONAL SERVICES**

### **7. Regional Texas Homeland Security Strategic Plan Implementation Plan, by Cynthia Mendez**

Ms. Mendez requested board approval on the submittal of the Rio Grande Council of Governments' Region 8 FY 2017 Texas Homeland Security Strategic Plan Implementation Plan.

Mr. Art Fierro motioned for approval and Commissioner Andrew Haggerty seconded the motion. Commissioner Carlos Leon called for a vote and the motion was approved unanimously.

### **8. El Paso County: Executive Director/Economic Development Department, by Omar L. Martinez**

Mr. Martinez introduced Mr. José Quiñones, Jr., A.Z.S., C.M., as the Economic Development Director of El Paso County. Mr. Quinones informed the board about his plans for the Economic Development Department.

### **9. West Texas Economic Development District 2016-2020 Comprehensive Economic Development Strategy, by Omar L. Martinez**

Mr. Martinez requested board approval on the submittal of the West Texas Economic Development District 2016-2020 Comprehensive Economic Development Strategy.

Mayor Jesus Calderon motioned for approval and Mr. Art Fierro seconded the motion. Commissioner Carlos Leon called for a vote and the motion was approved unanimously.

### **10. West Texas Regional Texas Poison Center, by Marisa Quintanilla**

Ms. Quintanilla introduced Dr. Salvador Baeza, PHARMD, DABAT Director West Texas Regional Poison Center. He provided a summary of the services they offer.

### **11. Code of Criminal Procedures, Chapter 60, Texas Department of Public Safety, by Marisa Quintanilla**

Ms. Quintanilla gave an update on the Computerized Criminal History System (CCH); Disposition Association with Reported Charges.

**12. National Incident Based Reporting System (NIBRS), by Marisa Quintanilla**

Ms. Quintanilla requested board approval on the submittal of the Texas Conversion to the National Incident Based Reporting System.

Mr. Art Fierro motioned for approval and Mayor Jesus Calderon seconded the motion. Commissioner Carlos Leon called for a vote and the motion was approved unanimously.

**13. Complex Coordinated Terrorist Attacks Grant Program, by Marisa Quintanilla**

Ms. Quintanilla requested board approval to allow staff to submit a grant application for the Federal Emergency Management Agency's (FEMA) Complex Coordinated Terrorist Attacks (CCTA) grant program once they have been reviewed by the RGCOG officers.

Representative Lily Limon motioned for approval and Mr. Shane Haggerty seconded the motion. Commissioner Carlos Leon called for a vote and the motion was approved unanimously.

**EXECUTIVE DIRECTOR'S REPORT**

Ms. Gutierrez informed the board of activities for the months of November, December 2016 and January 2017:

- 11/1/2016 - Attended the Village of Vinton City Council meeting and addressed the Mayor and City Council Meeting.
- 11/7/2016 - Attended a Strategic Planning Workshop sponsored by EPSHRM.
- 11/8/2016 - Attended Paso del Norte Health Foundation's REALIZE Advisory Group meeting.
- 11/15/2016 - Attended the Alpine City Council meeting and addressed the Mayor and City Council.
- 11/17/2016 - Attended Mayor Praino's Farewell Reception.
- 11/29/2016 - Participated in Doña Ana County Board of Commissioners Work Session.
- 12/1/2016 - Met with El Paso County staff to discuss Economic Development Administration's grant programs.
- 12/6/2016 - Attended the 2016 Legislative Roundtable at the El Paso Chamber of Commerce.

- 12/12/2016 - Traveled to Alpine to attend a meeting for the Law Enforcement/Criminal Justice curriculum at Sul Ross University.
- 12/14/2016 - Met with Anna Apodaca from Workforce Solutions Borderplex to discuss vocational needs for the region.
- 1/11/2017 Met with Commissioner Leon, and Wallace Hardgrove to discuss National Incident Based Reporting System grant program.
- 1/19/2017 Attended the REALIZE Advisory Group meeting held at the Paso del Norte Health Foundation.
- 1-19-2017 Attended the State of Texas Chapter 313 Incentives Agreement Presentation Luncheon which was hosted by The Borderplex Alliance, City of El Paso Economic Development and County of El Paso Economic Development.
- House Bill 489, State Representative Mary González – Bill related to the creation of a waste tire dumping enforcement grant program; authorizing a fee.

### **PRESIDENT'S REPORT**

#### **ANNOUNCEMENTS**

Ms. Gutierrez recognized Marisa Quintanilla and Omar Martinez for their time and efforts on the CEDS Document.

Ms. Gutierrez recognized Marisa Quintanilla on her efforts on the National Incident Based Reporting System (NIBRS).

Ms. Gutierrez recognized Rebecca Stauffer on her efforts on the revision of the RGCOG Personnel Policy Manual.

Ms. Gutierrez presented Mr. Art Fierro with an award of appreciation for his time as the RGCOG Board President for FY16.

#### **ADJOURNMENT**

There was a motion and a second to adjourn. Commissioner Carlos Leon adjourned the meeting at 11:18 a.m.