



**MINUTES – BOARD OF DIRECTORS MEETING**  
**OCTOBER 20, 2017 10:02 A.M.**  
**8037 Lockheed, Ste. 100 El Paso, Texas 79925**

<b><u>Board Members Present:</u></b>	<b><u>Board Members Absent:</u></b>
Judge Jeannette Duer, Jeff Davis County, RGCOG Board President	Governor Carlos Hisa, Ysleta del Sur Pueblo
Commissioner Andrew Haggerty, County of El Paso, RGCOG Board 1 <sup>ST</sup> Vice President	Alderman Walter Miller, Town of Horizon City
Judge Eleazar Cano, Brewster County, RGCOG Board 2 <sup>ND</sup> Vice President	Mayor Dee Margo, City of El Paso
Commissioner Carlos Leon, County of El Paso, RGCOG Immediate Past President	Judge Carlos Urias, Culberson County
Mr. Art Fierro, Chair EPCC Board of Trustees	Mayor Ken Miyagishima, City of Las Cruces
Ms. Bonnie Moorhouse, Director, Horizon Regional MUD	Representative Henry Rivera, City of El Paso
Commissioner Ramon Gonzalez, Dona Aña County	Diane Dye, EPISD Board of Trustees
Judge Mike Doyal, Hudspeth County	Paul Guerra, SISD Board of Trustees
Judge Cinderela Guevara, Presidio County	COL Steve O. Murphy, Ft. Bliss Garrison Commander
Sheriff Richard D. Wiles, El Paso County	Texas State Senator Jose Rodriguez, District 29
Mayor Ann Marie Nafziger, City of Marfa	
Representative Aleksandra Anello, City of El Paso	
<b><u>Alternates Present:</u></b>	<b><u>Guests:</u></b>
Commissioner Kerith Sproul, Proxy for Representative Henry Rivera, City of El Paso	Christina Stokes, EPMPO
Commissioner Jim Ed Miller, Proxy for Alderman Walter Miller, Town of Horizon City	Karina Rivera, Representative Will Hurd's office
LTC Paul Stewart, Proxy for COL Steve O. Murphy, Ft. Bliss Garrison Commander	
<b><u>RGCOG Staff Present:</u></b>	<b><u>RGCOG Staff Present:</u></b>
Annette Gutierrez, Executive Director	Marisa Quintanilla, Regional Services Director
Stella Rodriguez, Executive Administrative Assistant	Cynthia Mendez, Regional Services Coordinator
Judy Cisneros, Finance Director	Yvette Lugo, Area Agency on Aging Director
Phil Bowen, Attorney at Law	Lorena Estrada, Area Agency on Aging Asst. Dir.

# ***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 AUGUST 18, 2017**

Commissioner Andrew Haggerty motioned for approval and Mr. Art Fierro seconded the motion. Judge Jeannette Duer called for a vote and the motion was approved.

## **ADMINISTRATION**

### **1. Texas County and District Retirement System – Additional contribution, by Annette Gutierrez**

Ms. Annette Gutierrez requested board approval to allow the Rio Grande Council of Governments (RGCOG) to contribute additional money from the ICMA forfeiture funds through the closed 401 plan to the Texas County District Retirement System.

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

### **2. Legal Services for RGCOG, by Annette Gutierrez**

Ms. Annette Gutierrez requested board approval to enter into contract with the top finalist from the Request for Qualifications for Legal Services issued by the RGCOG.

Judge Eleazar Cano motioned for approval and Representative Aleksandra Annello seconded the motion. Judge Jeannette Duer called for a vote and the motion was approved unanimously.

### **3. FY 17 Conflict of Interest Letter for Board of Directors, by Annette Gutierrez**

Ms. Annette Gutierrez requested board members to review and sign the Conflict of Interest letter for FY 17 in order to comply with audit requirements.

### **4. Cooperative Purchasing Programs, by Annette Gutierrez**

Ms. Annette Gutierrez requested board approval to allow the RGCOG to continue utilizing the Cooperative Purchasing Programs that were utilized in FY 17.

Mr. Art Fierro motioned for approval with the stipulation that the EPCC Cooperative Purchasing Program be added to the current list and Commissioner Carlos Leon seconded the motion. Judge Jeannette Duer called for a vote and the motion was approved unanimously.

**5. Appointment of Ex Officio State Legislative member who represents El Paso County to RGCOG, by Annette Gutierrez**

Ms. Annette Gutierrez requested board approval to appoint an El Paso State Legislative member as an Ex Officio member of the Rio Grande Council of Governments Board of Directors as per the RGCOG Bylaws. Ms. Gutierrez read off the list of interested applicants.

Mr. Art Fierro motioned for approval to appoint State Representative César Blanco and Judge Cinderella Guevara seconded the motion. Judge Jeannette Duer called for a vote and the motion was approved unanimously. Judge Eleazar Cano requested that a notification letter be sent to Representative Blanco signed by Judge Jeannette Duer.

**6. Strategic Planning for the RGCOG, by Annette Gutierrez**

Ms. Annette Gutierrez informed the board that the RGCOG will enter into a contract with Mithoff Burton Partners to perform strategic planning for the organization through the Region 19/Allied States Cooperative Purchasing Program.

**7. FY 18 Finance Committee, by Annette Gutierrez**

Ms. Annette Gutierrez requested board approval to form a Finance Committee for FY 18. The Finance Committee will consist of:

Judge Jeannette Duer	Commissioner Andrew Haggerty
Judge Eleazar Cano	Commissioner Carlos Leon
EPISD Board Trustee Diane Dye	Representative Aleksandra Annello

Commissioner Carlos Leon motioned for approval and Judge Eleazar Cano seconded the motion. Judge Jeannette Duer called for a vote and the motion was approved unanimously.

**8. FY 18 Evaluation Committee for Executive Director, by Annette Gutierrez**

Ms. Annette Gutierrez requested board approval to add a member to the evaluation committee for the Executive Director. The Evaluation Committee for FY 18 will consist of:

Judge Jeannette Duer	Commissioner Carlos Leon
Mr. Art Fierro	Judge Cinderella Guevarra
Alderman Walter Miller	

Judge Eleazar Cano motioned for approval and Commissioner Andrew Haggerty seconded the motion. Judge Jeannette Duer called for a vote and the motion was approved unanimously.

**9. Additional Signatory for RGCOC checks, by Annette Gutierrez**

Ms. Gutierrez requested board approval to allow Judy Cisneros, Finance Director, to serve as second signature when signing checks.

Judge Eleazar Cano motioned for approval and Judge Mike Doyal seconded the motion. Judge Jeannette Duer called for a vote and the motion was approved unanimously.

**10. Update Signatories for Bank Accounts Held at Wells Fargo, NA, by Judy Cisneros**

Ms. Judy Cisneros requested board approval to authorize the Board President, 1<sup>ST</sup> Vice President, 2<sup>nd</sup> Vice President, Executive Director and Finance Director to be designated as signatory authority for bank accounts held at Wells Fargo, NA.

Judge Cinderela Guevara motioned for approval and Judge Mike Doyal seconded the motion. Judge Jeannette Duer called for a vote and the motion was approved unanimously.

**11. Approval of Investment Policy, by Judy Cisneros**

Ms. Judy Cisneros requested board approval to adopt the RGCOC's Investment Policy.

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

**12. Designation of Investment Officers, by Judy Cisneros**

Ms. Judy Cisneros requested board approval to designate the Executive Director and the Finance Director as the Rio Grande Council of Governments' Investment Officers.

Commissioner Ramon Gonzalez motioned for approval and Sheriff Richard Wiles seconded the motion. Judge Jeannette Duer called for a vote and the motion was approved unanimously.

**13. Public Funds Investment Quarterly Report, by Judy Cisneros**

Ms. Judy Cisneros presented the Public Funds Investment report for the fourth quarter of fiscal year 2017 for bank accounts held at Wells Fargo, NA.

## **REGIONAL SERVICES**

**14. First Responders Preparedness Planning Group's (FRPPG) Bylaws and Resolution, by Cynthia Mendez**

Ms. Cynthia Mendez requested board approval on the submittal of the FY 2018 First Responders Preparedness Planning Group (FRPPG) Bylaws and resolution.

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

**15. FRPPG's Application Score Sheet and Resolution, by Cynthia Mendez**

Ms. Cynthia Mendez requested board approval on the submittal of the FY 2018 Emergency Preparedness application score sheet and resolution.

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

**16. FRPPG's Roster and Resolution, by Cynthia Mendez**

Ms. Cynthia Mendez requested board approval on the submittal of the FY 2018 First Responders Planning Group roster and resolution.

Commissioner Carlos Leon motioned for approval and Sheriff Richard Wiles seconded the motion. Judge Jeannette Duer called for a vote and the motion was approved unanimously.

**17. FY 2017 Threat and Hazard Identification and Risk Assessment (THIRA) & State Preparedness Report (SPR), by Cynthia Mendez**

Ms. Cynthia Mendez requested board approval on the submittal of the FY 2017 Threat and Hazard Identification and Risk Assessment (THIRA), State Preparedness Report (SPR) and resolution.

Commissioner Andrew Haggerty motioned for approval and Commissioner Carlos Leon seconded the motion. Judge Jeannette Duer called for a vote and the motion was approved unanimously.

**18. FRPPG's FY 2017 Funding Outcome, by Cynthia Mendez**

Ms. Cynthia Mendez presented the FY 2017 Homeland Security Grant Program funding outcome to the board.

**19. FY 2018 TCEQ Solid Waste Regional Priority List, by Cynthia Mendez**

Ms. Cynthia Mendez requested board approval on the submittal of the FY 2018 Solid Waste regional priority list and resolution.

Commissioner Andrew Haggerty motioned for approval and Commissioner Carlos Leon seconded the motion. Judge Jeannette Duer called for a vote and the motion was approved unanimously.

**20. Criminal Justice Advisory Committee's (CJAC) Bylaws and Resolution, by Marisa Quintanilla**

Ms. Marisa Quintanilla requested board approval on the submittal of the revised Fiscal 2019 Criminal Justice Advisory Committee's (CJAC) Bylaws and Resolution.

Commissioner Carlos Leon motioned for approval and Judge Cinderela Guevara seconded the motion. Judge Jeannette Duer called for a vote and the motion was approved unanimously.

**21. CJAC's Planning Alliance Revised Policies and Procedures and Resolution,**

Ms. Marisa Quintanilla requested board approval on the submittal of the revised Fiscal Year 2019 Criminal Justice Advisory Committee's Planning Alliance Policies and Procedures and Resolution.

Judge Mike Doyal motioned for approval and Commissioner Ramon Gonzalez seconded the motion. Judge Jeannette Duer called for a vote and the motion was approved unanimously.

**22. CJAC's Roster for FY 19 and Resolution, by Marisa Quintanilla**

Ms. Marisa Quintanilla requested board approval on the submittal of the revised Fiscal Year 2019 Criminal Justice Advisory Committee Roster and Resolution.

Commissioner Carlos Leon motioned for approval and Sheriff Richard Wiles seconded the motion. Judge Jeannette Duer called for a vote and the motion was approved unanimously.

**23. CJAC's FY 18 Funding Outcomes, by Marisa Quintanilla**

Ms. Marisa Quintanilla informed the board of CJAC's FY 18 Funding Outcomes.

**24. El Paso County Dispute Resolution Center, by Marisa Quintanilla**

Ms. Marisa Quintanilla informed the board that the RGCOG will be entering into an agreement with Mithoff Burton Partners through the Region 19/Allied States Cooperative Purchasing program.

**25. National Incident-Based Reporting System (NIBRS) Initiative, by Marisa Quintanilla**

Ms. Marisa Quintanilla informed the board on the National Incident-Based Reporting System (NIBRS)

**26. Grant Preparation and Management: El Paso County Water Improvement, by Marisa Quintanilla**

Ms. Marisa Quintanilla requested board approval to allow the RGCOG Officers to review and approve an Interlocal Agreement between the RGCOG and the El Paso County Water Improvement District #1.

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

**AREA AGENCY ON AGING**

**27. El Paso Metropolitan Planning Organization (MPO) – Transit Coordination Committee (TCC), Yvette Lugo**

Ms. Yvette Lugo informed the board that the El Paso MPO is requesting assistance from the RGCOG to identify representatives to serve on their TCC.

**EXECUTIVE DIRECTOR'S REPORT**

Ms. Annette Gutierrez informed the board of the following activities:

8/23/2017 Attended Census Training

9/12/2017 Attended San Elizario City Council meeting

9/13/2017 Meeting at Center for Career and Technology Education-Paint-A-Thon

9/15/2017 Participated in Project Bravo's Paint-A-Thon

9/18/2017 Attended Commissioner Court's Proclamation for RGCOG 50<sup>TH</sup> Anniversary

9/19/2017 Attended City of El Paso's Proclamation for RGCOG 50<sup>th</sup> Anniversary

9/19/2017 State of the County Address  
9/27/2017 Attended State of the County Luncheon  
10/2/2017 Attended the Federal Reserve Bank Luncheon

**PRESIDENT'S REPORT**

None

**ANNOUNCEMENTS**

- Ms. Annette Gutierrez informed the board that the City of San Elizario is now a member government of the RGCOG in FY 2018.
- Ms. Annette Gutierrez informed the board that Ysleta ISD did not pay their membership dues for FY 17 was undecided as to whether they wanted to continue as members for FY 18.
- Ms. Yvette Lugo informed the board that Medicare Open Enrollment was October 17 thru December 7, 2017.
- Ms. Bonnie Moorhouse announced that the Great American Steakhouse restaurant would be opening at the Horizon golf course, the grand opening would be in November, 2017.

**ADJOURNMENT**

Commissioner Jim Ed Miller motioned to adjourn the meeting and Judge Mike Doyal seconded the motion. Commissioner Leon called for a vote and the motion was approved unanimously. Commissioner Carlos Leon adjourned the meeting at 11:35 a.m.

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Annette Gutierrez, Secretary  
RGCOG Executive Director

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Date