



**MINUTES – BOARD OF DIRECTORS MEETING**  
**MAY 19, 2017 10:10 A.M., MDT**  
**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	Alderman Walter Miller, Town of Horizon
Judge Jeannette Duer, Jeff Davis County, RGCOG 1 <sup>ST</sup> Vice President	Mayor Oscar Leeser, City of El Paso
Commissioner Andrew Haggerty, County of El Paso, RGCOG 2 <sup>ND</sup> Vice President	Mayor Ken Miyagishima, City of Las Cruces
Mr. Art Fierro, EPCC, Immediate 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	Colonel Mike Hester, Ft. Bliss Garrison Commander
Judge Cinderela Guevara, Presidio County	Texas State Senator Jose Rodriguez, District 29
Judge Eleazar Cano, Brewster County	
Representative Lily Limon, City of El Paso	<b><u>Alternates Present:</u></b>
Governor Carlos Hisa, Ysleta del Sur Pueblo	Councillor Greg Smith, Proxy for Mayor Miyagishima
Ms. Bonnie Moorhouse, Horizon Regional MUD	County Attorney Teresa Todd, Proxy for Judge Carlos Urias
Commissioner Ramon Gonzalez, Doña Ana County	
Ms. Diane Dye, EPISD Board of Trustees	<b><u>Guest Present:</u></b>
Mr. Sotero Ramirez, YISD Board of Trustees	Samantha Villareal, Ysleta del Sur Pueblo
<b><u>RGCOG Staff Present:</u></b>	
Annette Gutierrez, Executive Director	Yvette Lugo, Area Agency on Aging Director
Rebecca Stauffer, MIS & Resources Director	Marisa Quintanilla, Regional Services Director
Stella Rodriguez, Executive Administrative Assistant	Omar Martinez, Regional Services Coordinator II
Judy Cisneros, Finance Director	Radames Sanchez, Mediation Specialist (Crthouse)
Belen Olivas, Accounting Manager	Phil Bowen, Legal Counsel

# **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 APRIL 12, 2017**

Representative Carl Robinson motioned for approval and Mr. Art Fierro seconded the motion. Commissioner Carlos Leon called for a vote and the motion was approved. Commissioner Ramon Gonzalez opposed.

## **ADMINISTRATION**

### **1. ICMA Retirement Program, by Annette Gutierrez**

Ms. Annette Gutierrez requested board approval to amend the Rio Grande Council of Governments (RGCOG) ICMA retirement program for all active employees to be 100% vested regardless of the time worked.

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

### **2. Addendum to Legal Services Agreement with Phil Bowen, by Annette Gutierrez**

Ms. Annette Gutierrez requested board approval to allow the President to sign a contract for legal services for the Rio Grande Council of Governments, with Phil Bowen, Attorney At Law.

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.

### **3. FY 2017 Annual Audit Services RFQ Recommendation, by Judy Cisneros**

Ms. Judy Cisneros requested board approval to accept the final recommendation from the Rio Grande Council of Governments for annual audit services for fiscal years ending September 30, 2017 thru 2019. Staff recommended Gibson Ruddock Patterson LLC.

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

**4. Accounting Software Recommendation, by Judy Cisneros**

Ms. Judy Cisneros requested board approval to accept the final recommendation from the Rio Grande Council of Governments for accounting software. Staff recommended Fast Fund by Araize.

Judge Jeannette Duer motioned for approval to accept Fast Fund as the accounting system for the RGCOG, with the caveat to confirm the following contract details: 1) RGCOG data it is not sold and 2) In the event that RGCOG decides to terminate business with Fast Fund, we will have immediate access to the data as part of the contract. Also, Executive Director, Annette Gutierrez, President, Commissioner Carlos Leon and Phil Bowen, Attorney at Law will be part of the negotiations of the contract. Commissioner Andrew Haggerty seconded the motion. Commissioner Carlos Leon called for a vote and the motion was approved. Mr. Sotero Ramirez opposed the motion.

**REGIONAL SERVICES**

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

Ms. Marisa Quintanilla requested board approval to establish an El Paso County Dispute Center Council and its Bylaws.

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

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

Ms. Marisa Quintanilla requested board approval to allow Regional Services to obtain the services of Mithoff Burton Partners for marketing services to benefit the El Paso County Dispute Resolution Center through Region 19 - Allied States Cooperative Purchasing Program.

Commissioner Ramon Gonzalez motioned for approval and Ms. Diane Dye seconded the motion. Commissioner Carlos Leon called for a vote and the motion was approved unanimously.

**7. RGCOG Region 2017 – 2018 TxCDBG Applications, by Omar Martinez**

Mr. Omar Martinez presented the board with a listing of the entities who submitted a Community Development Block Grant Application to the Texas Department of Agriculture.

**8. Office of the Governor Criminal Justice Division: General Victim Assistance Direct Services Program, by Marisa Quintanilla**

Ms. Marisa Quintanilla requested board approval on the submittal of the FY 2018 regional priority list for General Victim Assistance Direct Services Program applications.

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

**9. Office of the Governor Criminal Justice Division: Violent Crimes Against Women Criminal Justice and Training Programs, by Marisa Quintanilla**

Ms. Marisa Quintanilla requested board approval on the submittal of the FY 2018 regional priority list for Violent Crimes Against Women Criminal Justice and Training Programs applications.

Commissioner Ramon Gonzalez motioned for approval and Governor Carlos Hisa seconded the motion. Commissioner Carlos Leon called for a vote and the motion was approved unanimously.

**10. Office of the Governor Criminal Justice Division: Juvenile Justice Grant Program, by Marisa Quintanilla**

Ms. Marisa Quintanilla requested board approval on the submittal of the FY 2018 regional priority list for Juvenile Justice Grant Program applications.

Commissioner Andrew Haggerty motioned for approval and Representative Carl Robinson seconded the motion. Commissioner Carlos Leon called for a vote and the motion was approved unanimously.

**11. Office of the Governor Criminal Justice Division: Edward Byrne Memorial Justice Assistance Grant Program, by Marisa Quintanilla**

Ms. Marisa Quintanilla requested board approval on the submittal of the FY 2018 regional priority list for Edward Byrne Memorial Justice Assistance Grant Program applications.

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

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

Ms. Quintanilla requested board approval to allow for the purchase of the COPsync's NIBRS module.

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

**13. National Incident-Based Reporting System (NIBRS) Southern Software, by Marisa Quintanilla**

Ms. Marisa Quintanilla requested board approval to allow for the purchase of Southern Software through the Houston-Galveston Buy cooperative purchasing program.

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

**14. National Incident – Based Reporting System (NIBRS) Interagency Agreement, by Marisa Quintanilla**

Ms. Marisa Quintanilla requested board approval to allow the Executive Director to enter into an Interagency Agreement with each of the Tier I and II NIBRS participating entities.

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

**15. National Incident – Based Reporting System (NIBRS) Interagency Agreement, by Marisa Quintanilla**

Ms. Marisa Quintanilla requested board approval to allow the Executive Director to enter into an Interagency Agreement with each of the Tier III NIBRS participating entities.

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

**16. Aging to Perfection Expo 2017, by Yvette Lugo**

Ms. Yvette Lugo informed the board that the Rio Grande Area Agency on Aging will be hosting its 18<sup>th</sup> annual Aging to Perfection Expo on September 12, 2017 at the El Paso Convention Center.

**EXECUTIVE DIRECTOR'S REPORT**

- April 19, 2017      Attended the Renaming Ceremony of the Tornillo Port of Entry. It was renamed in honor of Private Marcelino Serna.
- April 20, 2017      Participated in the monthly conference call with Health & Human Services Committee.
- April 27, 2017      Attended the YWCA Womens' Luncheon.
- May 10, 2017      Attended the American Community Partnership Program meeting at the El Paso Airport.

**PRESIDENT'S REPORT**

None

**ANNOUNCEMENTS**

- Representative Robinson invited everyone to the Annual Memorial Day Ceremony on May 29, 2017 at 9:00 a.m. at the Ft. Bliss Cemetery.
- Mayor Jesus Calderon announced that he has reached his goals for the City of Valentine and will be retiring as Mayor as of September, 2017.
- Commissioner Leon thanked Mayor Jesus Calderon, Representative Carl Robinson and Representative Lily Limon for their time and service.

**ADJOURNMENT**

Representative Carl Robinson motioned to adjourn the meeting and Representative Lily Limon 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.