



**RIO GRANDE COUNCIL OF GOVERNMENTS
MINUTES - BOARD OF DIRECTORS MEETING
OCTOBER 22, 2015 10:05 A.M., MDT
8037 LOCKHEED, STE. 100, El Paso, TX 79925**

<u>Board Members Present:</u>	<u>Board Members Absent:</u>
2 nd Vice President, Commissioner Carlos Leon, County of El Paso	Mr. Art Fierro, EPCC
Representative Carl Robinson, City of El Paso	Mayor Jesus Calderon, City of Valentine
Commissioner David Garcia, Doña Ana County	Governor Carlos Hisa, Ysleta del Sur Pueblo
Representative Larry Romero, City of El Paso	Judge Mike Doyal, Hudspeth County
Judge Eleazar Cano, Brewster County	Judge Veronica Escobar, County of El Paso
Ms. Bonnie Moorhouse, Director Horizon Regional MUC	Mayor Oscar Leeser, City of El Paso
Commissioner Andrew Haggerty, County of El Paso	Mayor Ken Miyagishima, City of Las Cruces
Judge Cinderela Guevara, Presidio County	Ms. Angelica Rodriguez, SISD Board of Trustees
Mayor Walter Miller, Town of Horizon City	Judge Jannette Duer, Jeff Davis County
Ms. Diane Dye, EPISD Board of Trustees	Judge Carlos Urias, Culberson County
Mr. Mike Rosales, YISD Board of Trustees	Colonel Mike Hester, Ft. Bliss Garrison Commander
<u>Alternates Present:</u>	State Representative Marisa Marquez, Dist. 77
Mayor Dan Dunlap for Mayor Jesus Calderon	Texas State Senator Jose Rodriguez, Dist. 29
Commissioner Jim Ed Miller for Judge Mike Doyal	<u>Guest Present:</u>
Commissioner Kerith Sproul for Judge Jannette Duer	Charles F. "Buck" Hamilton, U.S. Department Homeland Security
Trustee Shane Haggerty for Judge Veronica Escobar	Elizabeth Chavez, Wise Latina International
LTC Paul Stewart for Colonel Mike Hester	
<u>RGCOG Staff Present:</u>	<u>RGCOG Staff Present:</u>
Annette Gutierrez, Executive Director	Yvette Lugo, Area Agency on Aging Director
Rebecca Stauffer, MIS & Resources Director	Lorena Estrada, Assist. Area on Agency Director
Stella Rodriguez, Executive Administrative Assistant	Marisa Quintanilla, Regional Services Director
Hector Diaz, Finance Director	Raul Gonzalez, Regional Services Coordinator II
Judy Cisneros, Assistant Finance Director	
Phil Bowen, RGCOG Attorney	

MINUTES

ROLL CALL AND DETERMINATION OF QUORUM

Roll call was taken and it was determined that a quorum was met. Mr. Art Fierro was not in attendance, Commissioner Carlos Leon, 1st Vice President chaired the Board of Directors' meeting.

APPROVAL OF MINUTES OF THE PREVIOUS MEETING HELD ON AUGUST 21, 2015

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

ADMINISTRATION

1. Texas County and District Retirement System, by Annette Gutierrez

Ms. Gutierrez requested board approval to increase the employee contribution rate from 6% to 7% starting January 1, 2016 as well increasing the employer contribution rate to 13%.

Representative Larry Romero motioned for approval and Commissioner David Garcia seconded the motion. Commissioner Carlos Leon called for a vote and the motion was approved unanimously.

2. Update to the RGCOG Classification Plan, by Annette Gutierrez

Ms. Gutierrez requested board approval to accept revisions to the Rio Grande Council of Governments (RGCOG) Classification Plan, which included the addition of a Regional Services Technician position that would start at a group 4, step 1.

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

3. Finance Committee for FY 16, by Annette Gutierrez

Ms. Gutierrez requested board approval to form a finance committee for FY16 for the Rio Grande Council of Governments (RGCOG).

Commissioner Carlos Leon called for volunteers. The following volunteered: Representative Larry Romero, Trustee Mike Rosales, Commissioner Andrew Haggerty, Mayor Dan Dunlap and Judge Cinderela Guevara.

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

4. Executive Director Evaluation Committee, by Annette Gutierrez

Ms. Gutierrez requested board approval to utilize the officers from the RGCOG Board of Directors for FY16 to serve as the evaluation committee for the Executive Director. The committee is as follows: Art Fierro, Commissioner Carlos Leon and Judge Mike Doyal.

Mayor Walter Miller motioned for approval and Representative Larry Romero seconded the motion. Commissioner Carlos Leon called for a vote and the motion was approved unanimously.

5. Public Funds Investment Quarterly Report, by Judy Cisneros

Ms. Cisneros gave the board a presentation of the Public Funds Investment Report for the fourth quarter of fiscal year 2015 for the following bank accounts: Operating, 911 and Savings.

6. Approval of Investment Policy, by Judy Cisneros

Ms. Cisneros requested board approval to adopt the Rio Grande Council of Governments' Investment Policy.

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

7. Investment Officers, by Judy Cisneros

Ms. Cisneros requested board approval to designate the Executive Director, Annette Gutierrez, Finance Director, Hector F. Diaz; and the Assistant Finance Director, Judy Cisneros as the Rio Grande Council of Governments' Investment Officers.

Trustee Shane Haggerty motioned for approval and Representative Larry Romero seconded the motion. Commissioner Carlos Leon called for a vote and the motion was approved unanimously.

8. Adoption of Corporate Resolution to Update Signatories for Bank Accounts held at Bank of America, by Judy Cisneros

Ms. Cisneros requested board approval to authorize the Board President and Executive Director to sign a Corporate Resolution.

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

9. Bank Depository Services Agreement, by Judy Cisneros

Ms. Cisneros requested board approval to allow the Officers to review the bank depository services agreement and authorize the Executive Director to sign the documents with Wells Fargo Bank, N.A. once it is available.

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

10. Adoption of Corporate Resolution to submit Signatories for Bank Accounts that will be held at Wells Fargo Bank, by Judy Cisneros

Ms. Cisneros requested board approval to authorize the Board President and Executive Director to sign a Corporate Resolution once it is available to allow the FY 2016 Officers to sign as signatory authorities.

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

REGIONAL SERVICES

11. Rio Grande Council of Governments: Criminal Justice Advisory Committee, by Marisa Quintanilla

Ms. Quintanilla requested board approval on the submittal of the revised Plan Year 2017 Criminal Justice Advisory Committee's Bylaws and Resolution.

There was discussion regarding the Conflict of Interest Rule section in the bylaws. Commissioner Haggerty suggested the board keep the word "must" and strike the words "may" and "reviewing" in the sentence of this section.

Commissioner Andrew Haggerty motioned for approval with the changes and Representative Larry Romero seconded the motion. Commissioner Carlos Leon called for a vote and the motion was approved unanimously.

12. Rio Grande Council of Governments : Criminal Justice Advisory Committee, by Marisa Quintanilla

Ms. Quintanilla requested board approval on the submittal of the revised Plan Year 2017 Criminal Justice Advisory Committee's Planning Alliance Policies, Procedures and Resolution.

There was discussion regarding two sections of the document. The first recommendation was under Section IV. Years of Funding and Budget Exceptions. Commissioner Haggerty recommended keeping subsection “d.” Ms. Quintanilla agreed with the recommendation and acknowledged it was an oversight. The second section was under the IX. Conflict of Interest Rule. Commissioner Haggerty suggested the board keep the word “must” and strike the words “may” in the sentence of this section.

Commissioner Andrew Haggerty motioned for approval with the changes and Judge Eleazar Cano seconded the motion. Commissioner Carlos Leon called for a vote and the motion was approved unanimously.

13. Rio Grande Council of Governments: Criminal Justice Advisory Committee, by Marisa Quintanilla

Ms. Quintanilla requested board approval on the submittal of the revised Plan Year 2017 Criminal Justice Advisory Committee Roster and Resolution.

Commissioner Andrew Haggerty motioned for approval and Trustee Shane Haggerty seconded the motion. Commissioner Carlos Leon called for a vote and the motion was approved unanimously.

14. Office of the Governor Criminal Justice Division: FY2016 Funding Outcome, by Marisa Quintanilla

Ms. Quintanilla presented the FY2016 funding outcome as they relate to four funding sources to the board.

15. RGCOG Interlocal Agreement: El Paso County, by Marisa Quintanilla

Ms. Quintanilla requested board approval to allow the RGCOG to enter into an Interlocal Agreement with El Paso County.

Representative Larry Romero motioned for approval and Trustee Mike Rosales seconded the motion. Commissioner Carlos Leon called for a vote and the motion was approved unanimously.

16. Texas Division of Emergency Management Mitigation Section, by Marisa Quintanilla

Ms. Quintanilla presented the six “approval pending adoption” (APA) letters from FEMA to the board. The board requested that a representative from FEMA be present at the January, 2016 Board of Directors’ meeting to explain the flood plains.

17. RGCOG: First Responders Preparedness Planning Group (FRPPG), by Marisa Quintanilla

Ms. Quintanilla requested board approval on the submittal of the FY 2016 First Responders Preparedness Planning Group (FRPPG) Bylaws and Resolution.

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

18. RGCOG: First Responders Preparedness Planning Group, by Marisa Quintanilla

Ms. Quintanilla requested board approval on the submittal of FY 2016 Emergency Preparedness application score sheet and Resolution.

Representative Larry Romero motioned for approval and Commissioner David Garcia seconded the motion. Commissioner Carlos Leon called for a vote and the motion was approved unanimously.

19. FY2015 Threat and Hazard Identification and Risk Assessment (THIRA) & State Preparedness Report (SPR), my Marisa Quintanilla

Ms. Quintanilla requested board approval on the submittal of the Regional FY 2016 Threat and Hazard Identification and Risk Assessment (THIRA), State Preparedness Report (SPR) and Resolution to the Office of the Governor.

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

20. U.S. Department of Homeland Security IP Gateway Presentation, by Marisa Quintanilla

Ms. Quintanilla introduced Mr. Buck Hamilton, Homeland Security Protective Security Advisor, who provided information to the Board about the Department of Homeland Security's IP Gateway System.

EXECUTIVE DIRECTOR'S REPORT

- Hosted RGCOG Annual Meeting
- Attended TARC Bi-Annual Meeting
- Attended Brewster County Ambulance Services Meeting in Alpine, TX
- Attended El Paso County Commissioners Court presentation on the Low-Income Vehicle Assistance Program that is available through Texas Commission on Environmental Quality

- State Auditor's Office Annual Report on Councils of Governments
- Will be attending Solar Peer Exchange in Bryan, Texas, hosted by North Central Texas Council of Governments

PRESIDENT'S REPORT

- There was no President's report.

ANNOUNCEMENTS

- Tentative – There will be no board meeting for the months of November or December 2015

ADJOURNMENT

Commissioner Carlos Leon adjourned the meeting at 11:40 a.m. Representative Larry Romero motioned for approval and Judge Eleazar Cano seconded the motion. Commissioner Carlos Leon called for a vote and the motion was approved unanimously.