



# NORTHWEST NEW MEXICO COUNCIL OF GOVERNMENTS

## MINUTES

### BOARD OF DIRECTORS WINTER MEETING January 13, 2022

Hybrid Meeting – Civic Centre, Farmington, NM  
Held via ZOOM | Streamed & Recorded to [Facebook](#)

#### I. PRELIMINARY BUSINESS

##### A. CALL TO ORDER/INTRODUCTIONS/QUORUM.

Chairman *Billy Moore* (McKinley County) convened the meeting of the Board of Directors at 10:15AM due to some technical difficulties. Roll call proceeded and in attendance were 15 Board Representatives/Alternatives, representing a quorum 8 of the 9 voting entities of the Board (89%), along with COG staff, guests, and their CPA.

##### BOARD MEMBERS IN ATTENDANCE:

CIBOLA COUNTY: Judy Horacek; Dr. Christine Lowery  
MCKINLEY COUNTY: Billy Moore; Anthony Dimas, Jr.;  
SAN JUAN COUNTY: Jim Cox; Terri Fortner (Guest)  
CITY OF AZTEC: Michael Padilla Sr.; Paul Eckert; Steven Saavedra (Guest)  
CITY OF BLOOMFIELD: Jason Thomas  
CITY OF FARMINGTON: Julie Baird; Linda Rodgers  
CITY OF GALLUP: Michael Schaaf; Maryann Ustick  
CITY OF GRANTS: Erik Garcia; Donald Jaramillo  
VILLAGE OF MILAN: Linda Cooke;  
*Jeff Kiely, Board Emeritus*

##### PRESENTERS IN ATTENDANCE:

Armando Sanchez, CPA  
John Brooks, NMFA  
Shanna Sasser, DFA Rural, Frontier, & Equity Ombudsman  
Warren Unsicker, ORRI, Farmington; Arvin Trujillo, 4CED  
Lorraine Ruggles, NMEDD

##### STAFF IN ATTENDANCE:

EXECUTIVE DIRECTOR: Evan Williams  
ADMINISTRATIVE ASSISTANT: Martina Whitmore  
PLANNING TEAM: Michael Sage; Brandon Howe

##### B. AGENDA ADOPTION.

Chairman *Moore* provided an overview of the day's agenda topics.

**ACTION:** *Jim Cox* (San Juan County) moved and *Michael Padilla, Sr.* (Aztec) seconded adoption of the agenda. Motion carried by acclamation.

##### C. MINUTES ADOPTION.

Chairman *Moore* reviewed the minutes of October 20, 2021 for review and approval.

**ACTION:** *Michael Padilla, Sr. (Aztec) and Julie Baird (Farmington)* moved seconded adoption of the minutes. Motion carried by acclamation.

## II. SPECIAL PRESENTATIONS

All presentations will be emailed as part of the COG Board Meeting De-brief and available on the COG website at: <http://www.nwnmcog.com/board.html>

*What's Cooking at NM Finance Authority?* *John Brooks*, New Mexico Finance Authority provided a look in on the State's public bank and its programs that can be leveraged by communities and partners to meet public financing needs.

*Shanna Sasser*, New Mexico Department of Finance & Administration described her role as the Rural & Frontier Communities Ombudsman and what the position aims to influence and support in terms of community and economic development. She provided an overview and background on the motivation to create the position and the roles, responsibilities and structure surrounding the position.

*Brandon Howe*, COG, provided a Legislative Overview mainly focusing on budget proposals and funding opportunities.

## III. EXECUTIVE/STAFF REPORT

- A. **Staff Summary Report:** Executive Director *Williams* provided a summary of the past quarter's key activities and issues.
- B. **Strategic Planning Session – Part #2:** Based on the outcomes of the October 20<sup>th</sup> Strategic Planning Session, where the Board received two presentations as follows:
  - 1. An Organization Review of the NWNMCOG by Sheldon Bartel, National Development Council (2021)
  - 2. A Regional Development Sustainability Plan for Northwest New Mexico by Patty Lundstrom, LAMGA (2010)

COG Executive Director was directed to provide another Strategic Plan session to review his recommendations for discussion. All materials including the proposed work program and member dues structure were circulated to all Board members. Mr. Williams provided a thorough presentation of both sets of information and will finalize the Strategic Plan powerpoint by early March 2022. **The two main items that will come to the Board at the April Board meeting will be to approve moving forward with a new regional non-profit organization and approve the new membership structure and proposed increases.**

- C. **Revolving Loan Fund (RLF) Program Report:** *Jim Cox*, RLF Chairman, provided a report on the program and its progress to date. He mentioned that now that the RLF Committee has been established and oriented – he felt that it was important to have their input on any changes to the RLF Plan. This item will be updated and approved at the Spring meeting to allow that to happen. The program is ready to launch and COG staff scheduled a soft launch process to educate grasstops leaders and test out the program before public launch.

Executive Director Williams and Loan Committee Chairman Jim Cox are recommended two actions:

1. Any interim changes of the RLF Plan needed to align with internal procedures as presented and discussed at the NWNMCOG Board of Directors;
2. Blessing the Executive Committee's approval of the following additional members to the ELF Loan Committee members: Name Type County Elizabeth Munoz-Hamilton, Gallup Living Real Estate McKinley County Mario Hooee, Zuni MainStreet Non-Profit/Tribal McKinley County Heather Porter, RE/Max Real Estate Cibola County Dawn Faacka, WESST Business Assistance San Juan County.
3. Allowing Jim Cox to continue as RLF Chairman even though he went from Board member to alternative.

There was a good discussion around COG Board continuity and cross-training in case of a transition. Further, in regards to allowing an alternate COG Board member to serve and having a COG Board as an alternate or next person up in case of transition to bring someone into the fold.

**ACTION:** *Don Jaramillo* (Grants) moved and *Michael Padilla* (Aztec) seconded on approval of any interim changes needed, blessing the additional members, and allowing Jim Cox to continue as RLF Chairman. Motion carried by acclamation.

#### IV. FINANCIAL REPORT

- A. **FY2022 Financial Reports:** Armando Sanchez, CPA provided a brief overview of the second quarter financial reports that were not made available in the Board packet but will be sent out with the minutes. There was discussion around the comment of the COG's reserve fund and investment fund that have been informally recognized but not locked in by the Board in terms of protection, parameters, and oversight.

**ACTION:** *Michael Schaaf* (Grants) moved and *Michael Padilla* (Aztec) seconded, to accept the FY2022, Quarter #2 Financial Reports as verbally presented. Motion carried by acclamation.

- B. **FY2022 Budget, Revision #2:** Mr. Williams explained that no budget changes were needed this quarter.

#### V. ANNOUNCEMENTS; OTHER BUSINESS

- A. **Partner Spotlights:** No reports as many delivered full presentations under that section.
- B. **2022 Board Meeting Calendar.** Mr. Williams reviewed the approved COG Board Calendar. Next meeting will be April 20, 2022, which will be held as a hybrid in Cibola County. He noted that the Annual Meeting will constitute the COG's 50<sup>th</sup> Year and be held in Gallup.
- C. **Announcements & General Comments:** No announcements to report.

#### VI. ADJOURNMENT

**ACTION:** *Michael Padilla* (Aztec) moved and *Michael Schaaf* (Gallup) seconded, to adjourn. Motion carried. Chairman Moore again thanked the City of Farmington for hosting and adjourned the meeting of the Board of Directors at 1:00PM. Motion carried by acclamation.

Respectfully submitted,



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Evan J. Williams  
Board Secretary and Executive Director

ATTEST:



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Billy W. Moore  
Board Chair