



NORTHWEST NEW MEXICO COUNCIL OF GOVERNMENTS

MINUTES

BOARD OF DIRECTORS SUMMER REGULAR BUSINESS MEETING

August 2, 2023

at the San Juan College – School of Energy
Second Floor
25301 College Boulevard *** Farmington, NM

I. **PRELIMINARY BUSINESS**

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

Chairwomen *Martha Garcia* [Cibola County] convened the meeting of the Board of Directors at 10:00 am. Roll call proceeded in the form of introductions around the table. In attendance were 12 Board Representatives, representing a quorum of 7 of the 9 voting entities of the Board (77.8%), along with all 7 COG staff. Evan Williams provided a welcome to the Board.

BOARD MEMBERS IN ATTENDANCE:

CIBOLA COUNTY: Martha Garcia, Judy Horacek
MCKINLEY COUNTY: Danielle Notah, Walt Eddy
SAN JUAN COUNTY: GloJean Todacheene, Gary McDaniel, Terri Fortner
CITY OF AZTEC: Michael Padilla, Jeff Blackburn (alternate)
CITY OF BLOOMFIELD: *Donna Sharpe (excused)*
CITY OF FARMINGTON: Linda Rodgers, Julie Baird (alternate); Warren Unsicker (alternate)
CITY OF GALLUP: Louie Bonaguidi (Treasurer) Michael Schaaf, Jon DeYoung (alternate)
CITY OF GRANTS: *Erik Garcia; Fred Rodarte, (both excused)*
VILLAGE OF MILAN: James Mercer
BOARD EMERITUS: Jeff Kiely

GUESTS IN ATTENDANCE:

Armando Sanchez (SJT Group), Trisha Korbas & Rachael Gleason (EDA), Arthur Allison (State Representative)

STAFF IN ATTENDANCE:

EXECUTIVE DIRECTOR: Evan Williams
OFFICE MANAGER: Martina Whitmore
STAFF: Brandon Howe; Angelina Grey; Michael Sage; Bob Kuipers; Carrie House

B. **AGENDA & MINUTES ADOPTION.**

Director Williams provided an overview of the day's agenda topics and the minutes from previous meeting.

ACTION: *Michael Padilla* (Aztec) moved and *Michael Schaaf* (Grants) seconded adoption of the agenda and minutes from April 18, 2023. Motion carried.

C. **ELECTION OF OFFICERS.**

Director Williams explained that in accordance to the bylaws the COG holds election of officers in even years, but due to the fact that Fran Palochak (2nd Vice Chair) did formally resign her post of the Northwest New Mexico Council of Governments (COG) Board of Directors and thus staff is seeking a replacement. One reason is to have someone in the region that can sign checks if the Treasurer is not available.

A slate of nominations were put forward including:

Michael Schaaf (Gallup) nominating *Walt Eddy* (McKinley County) but this nomination was declined and a second nomination by *GloJean Todacheene* (San Juan County) for *Danielle Notah* (McKinley County) that was accepted.

ACTION: A vote to approve Danielle Notah as the COG’s new 2nd Vice-Chair was held and approved by acclamation.

The current slate of Officers is now:

Martha Garcia (Cibola County)	Chair
Michael Padilla Sr. (Aztec)	1 st Vice-Chair
Danielle Notah (McKinley County)	2 nd Vice-Chair
Louie Bonaguidi (City of Gallup)	Treasurer
Billy Moore (McKinley County)	Immediate Past Chair

II. SPECIAL PRESENTATIONS

The COG arranged for one presentation under this section from:

Rachael Gleason, Civil Engineer, Economic Development Representative, US Economic Development Administration Austin Region serves the State of New Mexico and other States and is responsible for supporting construction grant implementation and engineering oversight. She provide a quick overview of her role, responsibilities, and provided an update on construction projects in the region including San Juan Industrial Park, Gallup Water System Improvements, and Navajo Technical University. Her contact information is:

Rachael Gleason
Civil Engineer
U.S. Department of Commerce
Economic Development Administration
Austin Regional Office – Austin, Texas
Phone: 512-621-9557
Email: rgleason@eda.gov

III. EXECUTIVE/STAFF REPORT

Director Williams and Planning Director Brandon Howe provided a summary of the past quarter’s key activities and issues.

- A. **STAFF SUMMARY REPORT.** Mr. Williams did provide this report to the Board for their review and understanding of accomplishments this quarter.
- B. **ANNUAL REPORT.** Mr. Williams presented an abridged version of the annual report that will

be finalized and available on the COG website at: <https://www.nwnmcog.org/annual-financial-reports.html>

The main highlights he spotlighted are:

- National Awards (3)
- Return on Investment
- COG Reorganization and Staff

- C. **ANNUAL MEETING PREVIEW**. Mr. Williams provide an annual meeting preview including that the keynote speaker would be Dennis Alvord, Deputy Assistant Secretary of Department of Commerce. COG staff provide Deputy Alvord a tour of the region the prior to showcase economic engines of the region and the work the COG has helped lead in relation to Assistance to Coal Communities and other strategic US Economic Development Administration (EDA) investments. Attached is the program for the event.
- D. **ICIP RATIFICATION**. The COG is responsible to complete an Infrastructure Capital Improvement Plan (ICIP) to set five-year priorities for investments in infrastructure. The COG's ICIP has two priorities: building upgrades and a new vehicle. Since the deadline was prior to this meeting, the COG submitted but does need the Board to ratify the resolution.

ACTION: *Danielle Notah* (McKinley County) moved and *GloJean Todacheene* (San Juan County) seconded, to ratify the resolution and the COG's ICIP. Motion carried.

IV. FINANCIAL REPORT

- A. **FY2023 Financial Reports, Quarter 4 & Year End:** Mr. Armando Sanchez provided a review of the organization's financials.
- ACTION:** *Louie Bonaguidi* (Gallup) moved and *Michael Padilla* (Aztec) seconded, to approve the financial reports as presented. Motion carried
- B. **FY2024 Budget Final.** Mr. Evan Williams provided a review of the organization's budget and changes to the FY2024 final budget that were needed including direction from the Board on compensation.
- ACTION:** *GloJean Todacheene* (San Juan) moved and *Michael Schaaf* (Gallup), seconded, to approve the final budget as presented. Motion carried
- C. **Wage & Salary Classification Plan.** Mr. Evan Williams provided a review of the organization's wage & salary classification plan.
- ACTION:** *Louie Bonaguidi* (Gallup) moved and *Linda Rodgers* (Farmington) seconded, to approve the wage & salary classification plan as presented. Motion carried
- D. **Billing Rate Schedule.** Mr. Evan Williams provided a review of the organization's billing rate schedule that made some significant increases to billing rates to conform with Board's



**NORTHWEST NEW MEXICO
COUNCIL OF GOVERNMENTS**

ANNUAL LUNCHEON

August 2, 2023

School of Energy – San Juan College
San Juan County, New Mexico

★★★★ PROGRAM ★★★★★

WELCOMING ADDRESS

Michael Padilla, Sr., Mayor of Aztec / Board Vice-Chair

OPENING REMARKS

Martha Garcia, Board Chair

STATE OF THE COG

Evan Williams, Executive Director

INVOCATION

LUNCH SERVED

KEYNOTE SPEAKER

Dennis Alvord, Deputy Assistant Secretary
US Department of Commerce

REGIONAL CHAMPION AWARDS

DOOR PRIZES & CLOSING REMARKS

Many Thanks to our Staff, Members, Partners, & Supporters
for making the COG and this event a success.

"OUR REGION, YOUR COG"

direction on compensation.

ACTION: *Michael Schaaf* (Gallup) moved and *Danielle Notah* (McKinley) seconded, to approve the new billing rate schedule as presented. Motion carried

V. ANNOUNCEMENTS; OTHER BUSINESS

- A. **FY2024 Board Meeting Calendar.** This calendar was set and distributed, including the next meeting of October 18, 2023 in the Cibola area. Staff will organize a location, possibly at the Village of Milan's new village hall.
- B. **Announcements.** There were several announcements about upcoming events including fairs and rodeos. State Representative Allison did ask to address the Board and he are some of points he relayed in his statements that centered around Federal support and attention in the Four Corners and inclusive representation:
- San Juan Freight Rail Line Project – Federal investment needed.
 - Navajo Codetalker Museum – Federal investment needed.
 - COG Board Representation including Shiprock area and increased Navajo involvement.

VI. ADJOURNMENT

ACTION: *Michael Padilla* (Aztec) moved and *Michael Schaaf* (Gallup), to adjourn. Motion carried. Chairwoman Garcia again thanked the San Juan College and the School of Energy for their tremendous facility and hospitality for this meeting and adjourned the meeting of the Board of Directors at 11:35 AM.

Respectfully submitted,

Evan J. Williams
Board Secretary and Executive Director