

## DRAFT OF MEETING MINUTES

<b>Meeting</b>	:	<b>Special Executive Committee</b>
Date and time	:	July 18, 2024, at 10:00 a.m.
Location of Meeting	:	Virtual via Zoom or Phone To join meeting by phone, dial (346) 248-7799, then enter Meeting ID: 828 2914 0355 To join meeting online via Zoom, go to: <a href="https://us02web.zoom.us/j/82829140355">https://us02web.zoom.us/j/82829140355</a>
Chairperson	:	Alisa Estrada
Members Attending	:	<b>Present:</b> Alisa Estrada, Magdaleno Manzanárez, Joshua Orozco, Erik Padilla, Debbie Schoonover, Kim Skinner, Gary Whitehead <b>Absent:</b> Mary Ulrich <b>Staff:</b> Skylar Arnold, Fayth Grijalva, Glory Juarez, Diana Luchini, Krisye Shook, Jaymi Simms
Guests in Attendance	:	Veronica Alonzo, Peter Martinez, Giselle Palomares, Ramon Pazos, Haydee Ramirez, Sarah Raney
Summary submitted by/Signature	:	Fayth Grijalva, Administrative Specialist
Next Meeting	:	No date set

#	Agenda Item	Summary
1.	<b>Call to order</b>	Ms. Estrada called the meeting to order at 10:03 a.m.
2.	<b>Welcome and Introductions</b>	Ms. Estrada welcomed the attendees.
3.	<b>Roll Call &amp; Abstentions</b>	Ms. Juarez called roll; there were no abstentions.
4.	<b>Public Comment</b>	No public comment
5.	<b>Approval of Agenda</b>	a) Mr. Manzanárez motioned to approve the agenda, seconded by Mr. Orozco. The motion passed. The roll call vote was as follows: <ul style="list-style-type: none"><li>• Alisa Estrada – yes</li><li>• Magdaleno Manzanárez – yes</li><li>• Joshua Orozco – yes</li><li>• Kim Skinner – yes</li><li>• Gary Whitehead – yes</li></ul>
6.	<b>Discussion, Consideration, and Possible Action</b>	Approval of the May 29, 2024, meeting summary Mr. Orozco motioned to approve the meeting summary, seconded by Mr. Whitehead. The motion passed. The roll call vote was as follows: <ul style="list-style-type: none"><li>• Alisa Estrada – yes</li><li>• Magdaleno Manzanárez – yes</li><li>• Joshua Orozco – yes</li><li>• Kim Skinner – yes</li><li>• Gary Whitehead – yes</li></ul>

#	Agenda Item	Summary
		<p>Resolution 24 – 01 approves a lease termination between the Southwestern Area Workforce Development Board and G-R Real Estate Partnership in Socorro</p> <ul style="list-style-type: none"> <li>• Ms. Juarez said Glory Juarez provided a summary of the current lease of \$1,000 and discussed negotiations for a rent increase. The owner verbally requested an increase to \$2,000. The partners agreed to an increase of \$1,500, but the landlord counteroffered at \$1,700.</li> <li>• Following the negotiation discussion, the Department of Workforce Solutions announced they would not be filling a vacancy in the office, and the WIOA Youth program will not be filling a vacancy due to budget cuts. Only one office is needed for the WIOA Adult and Dislocated Worker program staff member. One partner cannot sustain the payment of the current lease amount. The One-Stop Operator and the Administrative Entity are actively searching for a new and smaller location.</li> <li>• Ms. Juarez further stated that the lease will be terminated pursuant to Section 27 a (i), which provides a 90-day notice due to a lack of funding. Mr. Manzanárez stated that this action seems appropriate.</li> <li>• Mr. Orozco inquired if we paid \$1,700 for this year, and Ms. Juarez said that due to the lack of a written notice, the lease was renewed at \$1,000.</li> <li>• Mr. Whitehead asked if we could cancel the lease agreement with the provision of the right to terminate upon breach of condition and provide a 30-day notice. Ms. Juarez responded that we didn't utilize that option due to never receiving a written notice, so we are referencing the 90-day notice provision. Ms. Estrada confirmed that the one partner would continue to serve the community for the remainder of the 90 days.</li> <li>• Mr. Manzanárez motioned to approve Resolution 24-01, seconded by Mr. Orozco. Motion passed. Roll call vote was as follows: <ul style="list-style-type: none"> <li>○ Ms. Estrada – yes</li> <li>○ Mr. Manzanárez – yes</li> <li>○ Mr. Orozco – yes</li> <li>○ Mr. Padilla – yes</li> <li>○ Ms. Schoonover – yes</li> <li>○ Ms. Skinner – yes</li> <li>○ Mr. Whitehead – yes</li> </ul> </li> </ul>
7.	<b>Member Input</b>	None.
8.	<b>Next Meeting</b>	No date set.
9.	<b>Adjournment</b>	Ms. Estrada adjourned the meeting at 10:34 a.m.

Attested: \_\_\_\_\_

Date \_\_\_\_\_