



South Central

COUNCIL OF GOVERNMENTS

District 7

SOUTH CENTRAL COUNCIL OF GOVERNMENTS, INC. BOARD OF DIRECTORS MEETING

Friday, April 26, 2024, at 10:30 a.m.
City of Socorro Council Chambers
111 School of Mines Rd., Socorro, NM 87801

Zoom

<https://us06web.zoom.us/j/83156607347?pwd=7ZWhsxd4Ng8q9W46nZOQkLvz4by6Yt.1>

AGENDA

- I. Call Meeting to Order
- II. Pledge of Allegiance
- III. Roll Call (Sign-In)
- IV. Approval of Agenda
- V. PRESENTATIONS & BOARD TRAINING
- VI. Motion to Approve Minutes: January 26, 2024 Special Zoom Meeting
- VII. Financial Reports & Approval:
 - A. Discussion/Approval – Audit for FY23 Ended June 30, 2023 – Stone, McGee & Co., CPA
 - B. Discussion/Approval – FY24 Budget Adjustments
- VIII. NEW BUSINESS:
- IX. Staff Reports – SCCOG Staff
- XI. Member Comments & Discussion:
- XII. Chair's Comments:
- XIII. Next Board Meeting: *June 28, 2024*
- XIV. Adjourn



District 7
SOUTH CENTRAL COUNCIL OF GOVERNMENTS, INC.
BOARD OF DIRECTORS SPECIAL MEETING

January 26, 2024 10:00 am
MEETING MINUTES

- I. Call Meeting to Order—Meeting called to order at 10:12 am.
- II. Pledge of Allegiance—Pledge of Allegiance led by Jay Armijo
- III. Roll Call (Sign-In)

Present at the meeting:

Members Present:

Dr. Robert Coleman, *Anthony Water & Sanitation*
Cathy Harmon, *City of Elephant Butte*
Rolf Hechler, *City of Truth or Consequences*
*Michael Hawkes, *Socorro County*
Jim Paxon, *Sierra County*
Diana Murillo, *Doña Ana County*
Diana Murillo, *City of Anthony*
Debbie Stubblefield, *Village of Williamsburg*
Kathi Jackson, *Lower Rio Grande PWWA*
Mario Juarez-Infante, *City of Sunland Park*

Guest(s):

Phillip Mortensen, *City of Elephant Butte*

SCCOG Staff:

Jay Armijo, *SCCOG Executive Director*
Angela Rael, *SCRTPO Program Manager*
Skylar Arnold, *Fiscal Administrator*
Glory Juarez, *WIOA Administrator*
Diana Luchini, *Fiscal Clerk*
Krisye Shook, *WIOA Youth Program*
Jaymi Sims, *WIOA Program Manager*
Angela Longovia, *WIOA Marketing*

- IV. Approval of Agenda—**A MOTION TO APPROVE THE AGENDA WAS MADE BY** Rolf Hechler; **SECONDED BY** Diana Murillo. **NO DISCUSSION-MOTION CARRIED UNANIMOUSLY.**
- V. Approval of Minutes of SCCOG Board Meeting held July 28, 2023—**A MOTION TO APPROVE THE MINUTES OF THE July 28, 2023 SCCOG BOARD MEETING WAS MADE BY** Rolf Hechler **SECONDED BY** Diana Murillo. **NO DISCUSSION-MOTION CARRIED UNANIMOUSLY.**
- VIII. Financial Reports and Approval:
 - A. Discussion/Approval - FY23 Close out Budget Adjustments: The final budget information for FY2023 was presented to the board for discussion and approval of closeout. **A MOTION TO APPROVE THE CLOSEOUT OF THE FY23 BUDGET WAS MADE BY** Rolf Hechler; **SECONDED BY** Kathi Jackson. **NO DISCUSSION-MOTION CARRIED UNANIMOUSLY.**
 - B. Discussion/Approval – Cost of Living Adjustment: Jay Armijo presented a cost-of-living adjustment of 4% for the staff of the SCCOG. He explained that it has been 3 years since the last salary adjustment and with a 10% increase on the staff’s portion of insurance, this would help to alleviate some of the burden. **A MOTION TO APPROVE THE COST-OF-LIVING ADJUSTMENT WAS MADE BY** Diana Murillo; **SECONDED BY** Kathi Jackson. **NO DISCUSSION-MOTION CARRIED UNANIMOUSLY.**



C. Discussion/Approval – FY24 Budget Adjustments: The current FY2024 SCCOG budget through November 2024 was presented and open for discussion and approval. **A MOTION TO APPROVE THE FY24 BUDGET ADJUSTMENTS WAS MADE BY Jim Paxon; SECONDED BY Rolf Hechler. NO DISCUSSION-MOTION CARRIED UNANIMOUSLY.**

D. Discussion/Approval – Authorize Bank Signatures: A new board chair has been elected to the South Central COG; therefore, arrangements must be made with the bank to remove the previous Chairwoman and add the new Chairman to the bank’s signature page for authorization to the accounts. **A MOTION TO APPROVE THE ADDITION OF DR. ROBERT COLEMAN AS AN AUTHORIZED SIGNER TO THE BANK ACCOUNTS FOR THE SOUTH CENTRAL COUNCIL OF GOVERNMENTS WAS MADE BY Jim Paxon; SECONDED BY Diana Murillo. NO DISCUSSION-MOTION CARRIED UNANIMOUSLY**

IX. NEW BUSINESS:

A. Jay Armijo informed the Board that he had been attending the first two weeks of the 2024 Legislative session and there have been some very positive and interesting opportunities for the SCCOG and he is exciting to present the information during the upcoming regularly scheduled board meeting in March.

X. Member Comments & Discussion: No member comments

XI. Chair’s Comments:

A. Dr. Coleman commended Jay and his staff of the SCCOG for their hard work and dedication to the COG and its members. He expressed his appreciation to the SCCOG staff for taking the time to schedule and put on a special meeting, and to the members for their attendance.

XIII. Date, Time, and Location of next Board Meeting: The date for the next SCCOG Board meeting is scheduled for March 29, 2024 at 10:30 a.m. in Socorro, NM.

XIV. Adjourn: **Chair Dr. Robert Coleman called the meeting adjourned at 10:29 pm.**

Respectfully submitted,

Dr. Robert Coleman, Chairman

Date

**SOUTH CENTRAL COUNCIL OF GOVERNMENTS
FY23-24 03/31/2024**

Descriptions	Budget	Revision Request Increase/ (Decrease)	Y-T-D	%	Remaining
<i>Personnel Services</i>					
Salaries	691,265.60		424,149.79	61%	267,115.81
<i>Employee Benefits</i>					
FICA/Medicare Tax	55,941.82		30,955.35	55%	24,986.47
WC/SUTA	3,896.00		1,184.65	30%	2,711.35
NM Self-Insurance	2,000.00		1,077.00	54%	923.00
Health Insurance	200,172.10		81,439.92	41%	118,732.18
Retirement - PERA	63,254.47		36,485.61	58%	26,768.86
<i>Travel</i>					
Travel - Reimbursement	26,000.00		18,989.76	73%	7,010.24
FUEL	5,800.00		1,504.39	26%	4,295.61
Maintance on Vehicles	3,600.00		1,040.31	29%	2,559.69
Vehicle Purchase	80,000.00			0%	80,000.00
<i>Supplies</i>					
Supplies	20,000.00		17,301.54	87%	2,698.46
<i>Insurances</i>					
Property Insurance	3,000.00		1,331.60	44%	1,668.40
Bonding Insurance	3,500.00		1,827.00	52%	1,673.00
Automobile Insurance	6,686.00		5,953.00	89%	733.00
D&O Insurance	7,000.00		6,813.00	97%	187.00
<i>Contractual Services</i>					
Professional Fees/Audit	19,000.00		18,500.00	97%	500.00
Legal Fees	1,000.00		436.28	44%	563.72
Professional Services	70,000.00		38,202.60	55%	31,797.40
Soft/Hardware Contract	10,100.00		7,028.90	70%	3,071.10
<i>Operating Cost</i>					
Advertise	1,000.00			0%	1,000.00
Conf/Seminars/Training	20,000.00		5,055.32	25%	14,944.68
Postage	1,730.00		74.58	4%	1,655.42
Rent/Equipment	10,500.00		7,158.16	68%	3,341.84
Subscript/Dues/Public	13,000.00		6,921.75	53%	6,078.25
Telephone	13,800.00		7,455.69	54%	6,344.31
Internet	3,000.00			0%	3,000.00
Rent	43,000.00		28,639.72	67%	14,360.28
Utilities	4,000.00		2,199.22	55%	1,800.78
Drug Testing	200.00			0%	200.00
EDA Video	150.00		150.00	0%	0.00
				0%	0.00
<i>Total Expenses</i>	\$ 1,382,595.99	\$ -	751,875.14	54%	630,720.85

SCCOG FY23-24 Revenue

SOUTH CENTRAL COUNCIL OF GOVERNMENTS, INC.

Support & Revenue	Revenue	Revision Request Increase/ (Decrease)	Y-T-D	% Y_T_D	Balance
Regional Planning (RPO)	99,000.00		46,471.50	47%	52,528.50
Economic Devel. Admin - EDA	70,000.00		52,500.00	75%	17,500.00
State Appropriation - DFA	99,000.00		99,000.00	100%	0.00
Membership Dues	44,094.00		28,887.00	66%	15,207.00
WIOA Administration	580,000.00		350,748.36	60%	229,251.64
WIOA Fiscal Agent Contract	190,000.00		97,116.24	51%	92,883.76
DFA Grant Writing	200,000.00		50,716.05	25%	149,283.95
Vehicle Purchase Grant	80,000.00			0%	80,000.00
CDBG City of Socorro	16,875.00	-	16,875.00	100%	0.00
County of Sierra (Fiscal Contact)	5,000.00	-		0%	5,000.00
CDBG City of Anthony	11,250.00		11,250.00	100%	0.00
City of Anthony (Fiscal Contact)	5,000.00			0%	5,000.00
Socorro County (Fiscal Contract)	250.00			0%	250.00
Socorro County (Fiscal Contract)	250.00			0%	250.00
Socorro County (Fiscal Contract)	2,250.00			0%	2,250.00
Village of Williamsburg	16,875.00		8,437.50	50%	8,437.50
City of T or C	1,500.00			0%	1,500.00
City of Sunland Park (CDBG)	16,875.00		5,625.00	33%	11,250.00
TOTAL REVENUES	\$ 1,421,344.00	\$ -	\$ 753,564.15	53%	\$ 657,842.35