

Tuesday, May 3, 2022
County Commission Room
Roosevelt County Courthouse
Portales, New Mexico 88130

The Roosevelt County Commission met in regular business meeting on Tuesday May 3, 2022 at 9:00 a.m. in the County Commission Room with those present being: Commissioner Paul Grider, Commissioner Rodney Savage, Commissioner Lewis Shane Lee, Commissioner Tina Dixon, Commissioner Dennis Lopez, County Manager Amber Hamilton, Assistant County Manager Liliána Rivera, County Attorney Randy Knudson, County Clerk Mandi Park, Road Superintendent Ricky Lovato, GIS Coordinator Johnny Montiel, Treasurer Layle Sanchez, Lt. Javier Sanchez, Detention Administrator Shayla Ramsey, Assessor George Beggs, Chief Deputy Assessor Stevin Floyd, IT Chase Gossett, Executive Director Eastern New Mexico Food Bank Dianna Sprague, Pastor Don Thomas, Angie Smith, and Eastern New Mexico Staff Writer Grant McGee.

Call to Order - Commissioner Lee at 9:03 a.m.

Invocation – Pastor Don Thomas

Pledge - Commissioner Lee

1. Approval of Agenda: A motion to approve the agenda was made by Commissioner Grider with a second from Commissioner Lopez. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes.

2. Approval of Minutes: A motion to approve the minutes from the April 19, 2022 - regular meeting was made by Commissioner Grider with a second from Commissioner Savage. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes.

3. Public Requests: none

4. Elected Officials / Department Heads Reports:

Assessor: Mr. Beggs presented the assessor's annual report, stating property values have been assessed, notice of values have been sent to property owners, and things are running smoothly.

Clerk: Ms. Park stated her office currently has three open IPRA requests. One in reference to the tax sale was sent up to administration. The other two are election related and the requested documents are scheduled for inspection later this month. Ms. Park reported election preparation for the June primary is underway. Her staff are currently certifying tabulators and setting up the office for early voting.

Treasurer: Ms. Sanchez stated revenue collections are above what was projected for this time of year. Ms. Sanchez presented the March 2022 treasurer's report stating the general fund beginning cash balance was \$5,870,427.81 with debits of \$442,821.59 and credits of \$572,068.94 leaving an ending cash balance of \$5,741,182.46. Ms. Sanchez reminded everyone that the delinquent property tax sale is scheduled for Thursday May 5, 2022 at 10:00 am. Ms. Sanchez stated of the 27 properties listed only 11 remain on the list to be sold, the others have been removed from the sale. She also stated all bidders must register prior to the sale and show proof of certified funds.

Detention: Ms. Ramsey reported the facility count stands at 64, with 11 female detainees and 53 male detainees and one out of county detainee. There were 57 bookings and 58 releases for the month of April. There are currently 4 detention officers in the academy. Ms. Ramsey stated the detention center garden had been planted about 2 weeks ago. She stated 87 cameras had been installed and work on the remaining cameras and intercoms is continuing. She said they continue to follow the covid protocols that were put in place. Officers are still wearing masks when in contact with detainees and detainees are wearing masks when they are out of the dayrooms on work details. They will continue to follow the protocols until the state lifts the mandate for congregate setting facilities. There have been zero covid cases in the last 6 weeks, however RCDC continues to offer monthly vaccination clinics. Ms. Ramsey gave an update on the MAT program stating there are currently 7 participants in group counseling and 2 receiving individual counseling. Two participants are receiving medication. There are 10 pending referrals for the program. Those detainees will be interviewed this week for acceptance into the program.

Finance: Ms. Rivera presented the Fiscal Year 2022 3rd Quarter report as it was submitted to DFA. She stated expenditures were right on target for most account at 75% for the for the year.

Roads: Mr. Lovato reported ongoing work on two Local Government Road Fund (LGRF) projects which include South Roosevelt Road 28, South Roosevelt Road AG, South Roosevelt Road 4 and South Roosevelt Road L ½. He also stated they are continually removing tumbleweeds from roadways, cleaning cattle guards, doing other routine maintenance and have assisted in fighting fires. Fire season has started early and there is a lot of fuel for a very long and difficult fire season.

Manager: Ms. Hamilton announced the MOU with the Administrative Office of the Courts had been received and the grant will crossover the fiscal year. Ms. Hamilton stated the NMC Legislative Conference is open for early registration through tomorrow. After the early registration deadline, the price increases and hotel rooms may not be available. Tuesday June 14 is the travel day and there is a commission meeting scheduled for that morning. Ms. Hamilton gave an update on the Court Compliance Officer position opening. The position is posted and the screening and interview process has started. The Human Resources summer intern program is available now and has funding for up to 50 students. Ms. Hamilton announced the availability of a grant from DOH for covid safe practices at the detention center. She and Ms. Ramsey are looking into the grant requirements. She also reported the Community Development Corporation has hired a new Executive Director. Jodi Diaz will transition from her current position with the City of Portales to RCCDC over the coming weeks. Ms. Hamilton stated the report on American Recovery Funds expenditures has been submitted. Ms. Hamilton reported the results of the mental health facility feasibility study should be available by the end of May. She laid out the next steps in the process for that facility. Ms. Hamilton stated she and Commissioner Savage have had several meetings with city leadership and have more to come. They have requested more data regarding services

provided by the city. They are moving towards a workable intergovernmental agreement and requested an annual joint meeting of the commission and the council.

Mr. Gossett presented a report on cyber security and the result of the external penetration tests conducted by SecureWorks. He stated there were no medium or high risks and only 2 low risk vulnerabilities. Those have both been addressed. He encouraged the staff and leadership to continue to be vigilant and aware. Doing the risk assessment was a requirement of the counties audit. Many insurance companies are moving towards requiring multi factor authentication (MFA). Mr. Gossett has already added MFA to some systems and will include multi factor security features in the budget requests for FY23.

Commissioners: Commissioner Savage expressed disappointment that the University had requested a recommendation from the commission for a representative to serve on the presidential search committee, but when the members of the committee were announced, the recommendation from the commission was ignored. He stated the nomination of Mr. Bennett as a representative of the commission would be a representation of rural Roosevelt County and the agricultural community. He cited their request seeking equitable representation; however, the committee make-up does not equitably represent the make-up of the community including the agricultural industry. Other commissioners echoed his disappointment.

5. New Business:

A. Request for the County to consider serving as Fiscal Agent for the Food Bank of Eastern New Mexico to apply for the New Mexico Food Security Grant up to \$2,000,000.00: Ms. Sprague stated the grant announcement was made last week and is a very short turn around with the application being due on May 23, 2022. She stated the grant funds if awarded would be used for the purchase or construction of a food bank warehouse in Portales. The food bank currently serves the residents of Roosevelt County out of the back of the truck in the La Casa Senior Center parking lot twice a month. She also noted that Portales has the highest rate of food insecurity of any community served by the food bank. Mr. Thomas expressed the support of the ministerial alliance for the food bank. Ms. Sprague assured the commission that there are Roosevelt County residents on the board of the food bank. Commissioner Lopez made a motion to approve the request contingent upon ratification when the commission has all the details of the grant agreement, with a second by Commissioner Lee. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes.

B. Presentation on Membership with Eastern Plains Council of Governments: Ms. Chancey was not available today to present on the benefits of membership with EPCOG, but will attend the budget meeting tomorrow to present and request the County rejoin EPCOG.

C. Request for Approval for the County Treasurer's Office to Establish a New Bank Account for Opioid Settlement Funds as Directed by the New Mexico Department of Finance and Administration: Ms. Sanchez presented the request stating it was necessary to open a new account as not to commingle the settlement funds with any other county funds. A separate account is a best practice and an audit requirement. She requested herself, the Chief Deputy Treasurer Victoria Ramos, the Commission Chair Mr. Lee, and Vice Chair Mr. Savage be listed as signors on the account. Commissioner Grider made a motion to approve the request, with a second by Commissioner Savage. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes.

6. Resolution – Ordinances – Proclamations:

A. Consideration of Resolution 2022-20 Continuing the Declaration of an Extreme Drought and Fire Danger Emergency in Roosevelt County: Commissioner Lee made a motion to approve Resolution 2022-20, with a second by Commissioner Dixon. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes.

B. Consideration of Proclamation Recognizing May 11 – 17, 2022 as National Police Week and Peace Officers Memorial Day on May 15, 2022: The proclamation was read aloud by Ms. Hamilton. Commissioner Dixon made a motion to approve the Proclamation as presented, with a second from Commissioner Lopez. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes.

C. Consideration of Proclamation Recognizing May 4, 2022 as Fire Fighter's Day and May 15-21, 2022 as Emergency Medical Services Week: The proclamation was read aloud by Ms. Hamilton. Commissioner Lee made a motion to approve Proclamation as presented, with a second from Commissioner Grider. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes.

7. Procurements – Contracts – Agreements:

A. Request for Approval of Professional Services Agreement with Dana Hernandez for Misdemeanor and DWI Compliance Services: Ms. Hamilton stated that Ms. Hernandez has agreed to serve and provide training during the transition in hiring her replacement. Commissioner Lee made a motion to approve the Professional Services Agreement as requested, with a second by Commissioner Savage. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes.

B. Request for Approval of MOU with the Secretary of State and County Clerk: Ms. Park requested the approval of the MOU allowing the SOS to pre-imburse the County for the costs associated with the administration of the June Primary. Commissioner Grider made a motion to approve the MOU, with a second from Commissioner Lopez. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes.

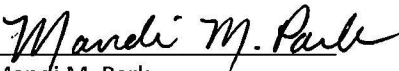
8. Executive Session: Commissioner Dixon made a motion to go into executive session at 10:23 a.m. with a second by Commissioner Savage. Commissioner Dixon stated only the items listed on the agenda would be discussed in the executive session. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes,

Commissioner Lee-Yes, Commissioner Lopez-Yes. Commissioner Lopez made a motion to come out of executive session at 10:38 a.m. with a second by Commissioner Grider. Commissioner Grider-Yes, Commissioner Savage-Yes, Commissioner Dixon-Yes, Commissioner Lee-Yes, Commissioner Lopez-Yes. Commissioner Lee stated no action was necessary as a result of the executive session and no action was taken.

9. Media Communication: Mr. McGee asked if the city council had been asked for a recommendation for the presidential search committee. They were. Mr. McGee asked who they had recommended and if that person was on the committee. The city council recommended Oscar Robinson and Mr. Robinson is listed as a member of that search committee. Mr. McGee thanked the commission for answering his questions.

10. Adjourn: The meeting was adjourned at 10:40 a.m.

ATTEST:


Mandi M. Park
County Clerk

BOARD OF ROOSEVELT
COUNTY COMMISSIONERS

Lewis Shane Lee
Commission Chair

