

**MINUTES  
SPECIAL MEETING  
LUNA COUNTY BOARD OF COUNTY COMMISSIONERS**

**October 15, 2009**

**BE IT REMEMBERED** that the Luna County Board of County Commissioners met in special session at 8:00 a.m. on Thursday, October 15, 2009, in the County Commission Chambers of the Luna County Courthouse, Deming, New Mexico, for the purpose of conducting any and all business to come properly before the Board. The following members of the Board were present:

Commissioner Fred D. Williams, District 1  
Commissioner Debra French, District 2  
Chairman R. Javier Diaz, District 3

Also present were the following staff and elected officials: County Manager John Sutherland Jr., Executive Assistant Glory Johnson, County Clerk Karen Smyer, Deputy Clerk Berenda McWright and Human Resources Director Danny Gonzales.

Chairman Diaz called the meeting to order at 8:00 a.m. and led the Pledge of Allegiance and the salute to the flag of the State of New Mexico.

**EXECUTIVE SESSION TO DISCUSS THE PURCHASE, ACQUISITION OR DISPOSAL OF REAL PROPERTY AND WATER RIGHTS PURSUANT TO §10-15-1(H)(8) NMSA 1978:** Commissioner French moved to go into executive session pursuant to §10-15-1(H)(8) NMSA 1978 to discuss the purchase, acquisition or disposal of real property and water rights. Commissioner Williams seconded the motion. A roll call vote was taken resulting in each commissioner voting in the affirmative.

Chairman Diaz announced that no other matters were discussed except the purchase, acquisition or disposal of real property and water rights pursuant to §10-15-1(H)(8) NMSA 1978. Commissioner French motioned to reconvene the session. Commissioner Williams seconded the motion and the motion carried unanimously. No action was taken.

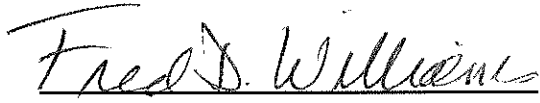
**ADJOURN:** Commissioner Williams moved for adjournment. Chairman Diaz seconded the motion and each voted "aye." The meeting concluded at 9:09 a.m.

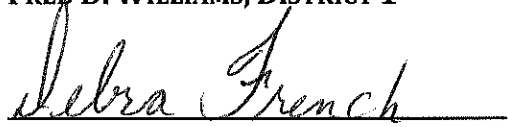
ATTEST:


LUNA COUNTY BOARD OF COUNTY  
COMMISSIONERS

  
KAREN SMYER, LUNA COUNTY CLERK

APPROVED: November 19, 2009

  
FRED D. WILLIAMS, DISTRICT 1

  
DEBRA FRENCH, DISTRICT 2

  
R. JAVIER DIAZ, DISTRICT 3, CHAIRMAN

**MINUTES  
WORK SESSION  
LUNA COUNTY BOARD OF COUNTY COMMISSIONERS**

**October 15, 2009**

**BE IT REMEMBERED** that the Luna County Board of County Commissioners met at 9:00 a.m. on Thursday, October 15, 2009, in the County Commission Chambers of the Luna County Courthouse, Deming, New Mexico, for the purpose of conducting a work session. The following members of the Board were present:

Commissioner Fred D. Williams, District 1  
Commissioner Debra French, District 2  
Chairman R. Javier Diaz, District 3

Also present were the following staff and elected officials: County Manager John Sutherland Jr., Executive Assistant Glory Johnson, County Clerk Karen Smyer, Chief Deputy Clerk Natalie Pacheco, Deputy Clerk Berenda McWright, Human Resources Director Danny Gonzales, Special Projects Coordinator Rheganne Vaughn, Road Superintendant Marty Miller, Land Use Technician Benny Ruiz, Maintenance Supervisor Bob Orosco, IT Technician Elizabeth El-Bizri, Safety Director Mark Jasso, Keep Luna County Beautiful Grant Director Fannie Smyer, Emergency Manager Sonia Arteché, DWI and MCH Coordinator Joe McClintock and DWI Preventionist Will Stewart.

Chairman Diaz called the meeting to order at 9:10 a.m. and led the Pledge of Allegiance and the salute to the flag of the State of New Mexico.

**PRESENTATIONS:** Mr. Sutherland announced the following presentations would be a continuation of the efforts by the commission to understand how our county government is organized and to understand the work that our county government is engaged in on a regular routine basis. The presentations should provide guidance and lay the foundation for budgeting for the next year. He presented the commission with a new organizational chart that is collaborative in nature and provides a functional assessment of how county government is organized.

**Danny Gonzales, HR/Payroll Director:** Mr. Gonzales gave a presentation to the board regarding his position as Human Resource Director. He stated the purpose for the Human Resource Department is to develop and implement policies and procedures to recruit and retain a highly qualified and productive workforce. Also, to ensure a safe work place environment and deliver correct timely process of payroll to the employees of Luna County.

**Joanne Hethcox, Budget/Procurement Director:** Ms. Hethcox was not able to attend and her presentation will be rescheduled.

**Elizabeth El-Bizri, IT Technician:** Ms. El-Bizri gave a presentation to the board regarding her position as IT Technician. She stated she is in the process of establishing an IT Department for Luna County and her mission is to help every department enhance their ability to use the IT infrastructure.

**Bob Orosco, Maintenance Supervisor:** Mr. Orosco gave a presentation to the board regarding his position as Maintenance Supervisor. He stated that the mission of the maintenance department is to provide service, maintenance and repair to all of the buildings and properties that belong to Luna County. Also, to maintain a safe work environment and by doing so maintain good moral among employees.

**Marty Miller, Road Superintendent:** Mr. Miller gave a presentation to the board regarding his position as Road Superintendent. Mr. Miller stated the goals of the road department are to provide the people living and working within the county, services in the area of safety; by keeping county roads in the best repair possible. Additional goals include; enhancing and preserving the existing paved roads and county maintained highways, providing flood control throughout the county and installing culverts where practical. By the maintaining our roadways we promote growth in the county, growth in agriculture and industry. Also, by providing safe and well maintained roads we assist homeland security to enable quick response for any emergencies. He discussed the current scope of work for 2008/2009 and gave a brief history of his accomplishments.

**Frank Almanza, Planning Supervisor:** Billy Ruiz, Land Use Technician, gave the presentation for the planning department. Mr. Ruiz stated that the mission of the planning department is to provide the best customer service possible in the areas of land use planning, building, and code enforcement. It is also their mission, to enhance and preserve the quality of life for the people living and working within the county, to guide growth and development and provide a safe and healthy environment by providing the best balanced professional advice and technical expertise to the commission, the county manager, county departments, and the residents of Luna County. The goal of the department is to implement a planning program that increases the importance of smart growth to Luna County developers and citizens.

**Mark Jasso, Safety Director:** Mr. Jasso gave a presentation to the board regarding his position as Safety Director. Mr. Jasso stated that safety and liability for the day-to-day operations of county business, for its employees, property and for the general welfare for all that we serve is the mission of his department. For the purpose of planning, organizing and directing the County's safety program and to oversee insurance coverage to include liability, property, automobile and workers compensation, and to protect the County's assets and employees through training, policy development, process or operation design and planning.

**Mirna Grado, Director of Joint Communications Center:** Ms. Grado was not able to attend and Sonia Arteche gave a presentation on her behalf. Ms. Arteche stated the mission of the Joint Communications Center is to provide and ensure the safety of the public, police, fire and EMS personnel by making diligence, speed, accuracy and professionalism a priority when

gathering information and dispatching calls for all the citizens of Luna County. Mr. Sutherland explained that the dispatch operation is actually governed by the Dispatch Authority Board in accordance with the Joint Powers Agreement between the city and the county.

**Sonia Arteche, Emergency Manager:** Ms. Arteche gave a presentation to the board. She explained the different elements of her job. Her position is dedicated to providing emergency assistance and support to all facets of Luna County and its residents/constituents regarding the emergency life cycle of mitigation, preparedness, response and recovery.

**Rheganne Vaughn, Director of Special Projects and Grant Administration:** Ms. Vaughn gave a presentation to the board. She explained the different elements of her job. The purpose of her department is to seek and procure external funding for the development and administration of sustainable projects and programs that address prioritized community needs, create positive outcome and deliver superior service to the residents of Luna County. Her department encompasses the following divisions: Special Projects, Luna Health Council, Luna County Healthy Start, Keep Luna County Beautiful and the DWI Program.

**Joe McClintock, DWI and MCH Coordinator:** Mr. McClintok gave a presentation to the board regarding the Luna Health Council. He explained the health council is fully funded by the State Department of Health with the set purpose of reducing health related disparity in our community. The Community Health Council is a collaborative effort by service providers and community members to promote cooperation and networking among agencies providing community health related services within Luna County. The council consists of 25 members including representatives from dozens of health related resources and services including: health care providers, educational institutions and organizations, youth organizations, private businesses, social services, government agencies, other coalitions and concerned individuals. Their goals are to reduce the teen pregnancy rate and increase diabetes outreach and education programs in Luna County.

**Will Stewart-DWI Preventionist:** Mr. Stewart gave a presentation regarding the Luna County DWI Prevention Program. He stated that the goal of the program is to decrease alcohol related deaths and injuries in our community by focusing on prevention, compliance, treatment and enforcement. He gave an overview of the following: Local DWI Program Funding, Luna County DWI Prevention Program Components, Results Matter, Prevention and Goals.

**Claudia Pena, Director of Healthy Start:** Ms. Pena was not able to attend and her presentation will be rescheduled.


**Fannie Smyer, Keep Luna County Beautiful:** Ms. Smyer gave a presentation to the board regarding the Keep Luna County Beautiful Program. The mission of the program is to engage individuals to take greater responsibility for the improvement of their community environments. She explained the following components of the program: Litter Eradication/Prevention, Beautification, Waste Reduction/Recycling, Education, Community Involvement and Leveraging and Media/Public Awareness.

**ADJOURN:** The meeting concluded at 12:33 p.m.

**ATTEST:**

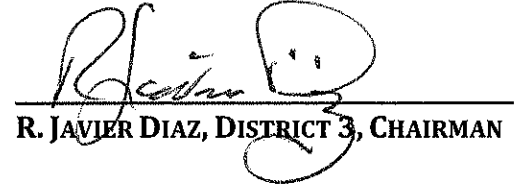
**LUNA COUNTY BOARD OF COUNTY  
COMMISSIONERS**

  
**KAREN SMYER, LUNA COUNTY CLERK**

  
**FRED D. WILLIAMS, DISTRICT 1**

**APPROVED:** November 12, 2009

  
**DEBRA FRENCH, DISTRICT 2**

  
**R. JAVIER DIAZ, DISTRICT 3, CHAIRMAN**