

**EDDY COUNTY COMMISSION MEETING
MINUTES OF A REGULAR MEETING
April 20, 2021**

Be it remembered that the Eddy County Board of Commissioners held a regular meeting in the Eddy County Administration Complex-Room 211 on April 20, 2021 at 8:30 a.m. Davis called the meeting to order and led the Pledge of Allegiance and the Salute to the New Mexico State flag. Brannon gave the invocation.

PRESENT:

STEVE MCCUTCHEON	CHAIR, DIST 4
FRED BEARD	VICE-CHAIR, DIST 3
JON HENRY	COMMISSIONER, DIST 2
ERNEST CARLSON	COMMISSIONER, DIST 1
SARAH CORDOVA	COMMISSIONER, DIST 5
ALLEN DAVIS	COUNTY MANAGER
WESLEY HOOPER	COMMUNITY/ADMIN SERVICES DIR
CAS TABOR	COUNTY ATTORNEY
DARLENE ROSPRIM	CHIEF DEPUTY CLERK
GEMMA FERGUSON	COUNTY ASSESSOR
MARK CAGE	SHERIFF
GAY WEST	EXEC ADMINISTRATIVE ASST
ROBERTA SMITH	FINANCE DIRECTOR
BILLY MASSINGILL	WARDEN
ROXANN BRANNON	HUMAN RESOURCES DIRECTOR
JERI STRONG	PIO/O&G LIAISON
CAROL HENNINGTON	INFO SYSTEMS DIRECTOR
KEN KEMP	INFO SYSTEMS
BRIAN STEPHENS	M&O SUPERVISOR
JERRY FANNING	PUBLIC & GOVT AFFAIRS DIRECTOR
JASON BURNS	PUBLIC WORKS DIRECTOR
JOSHUA MACK	FIRE SERVICES DIR/MARSHAL
STEPHANIE YBABEN	RED ROCKET MEDIA

TIMED AGENDA

8:30 A.M.:

1. **PUBLIC COMMENTS/ANNOUNCEMENTS.** ***(THREE MINUTE TIME LIMIT PER PERSON) (WE REQUEST ALL COMMENTS BE RESPECTFUL AND COURTEOUS IN NATURE):*** None.

2. **SERVICE AWARDS:**
 - a. **CHERYL WINFIELD, ASSESSOR'S – 15 YEARS.**

- b. **CLAUDE BROWN, PUBLIC WORKS DISTRICT 1 – 10 YEARS.**
- c. **JACQUELINE LUCAS, HUMAN RESOURCES – 5 YEARS.**
- d. **BRYAN RAYROUX, DETENTION – 5 YEARS.**

Commissioner presented service awards to all above for their service to the County.

SHORT BREAK FOR PICTURES.

3. IFB/RFP/BID AWARDS:

- a. ***RFP 21-02 DETENTION CENTER MEDICAL SERVICES DIRECTOR – ANISIA CERNA:** Cerna stated one proposal was received by CorrHealth. The proposal was determined qualified and acceptable. moved, seconded by to award RFP 21-02 to CorrHealth. Voting yes: Carlson, Cordova, Henry, McCutcheon and Beard. Passed 5-0. RFP 21-02 was recorded as Timed Agenda Exhibit 3.a.

TRAILING AGENDA:

- 1. **LEGISLATIVE UPDATES – STATE REPRESENTATIVE CATHRYNN BROWN:** Representative Brown
- 2. **APPROVE:**
 - a. ***COMMISSION MEETING MINUTES FOR APRIL 6, 2021:** moved, seconded by to approve the Commission Meeting Minutes for April 6, 2021. Voting yes: Carlson, Cordova, Henry, McCutcheon and Beard. Passed 5-0.
- 3. **TREASURER’S REPORT FOR MARCH 2021 – FYI ONLY – LAURIE PRUITT:** The March 2021 Treasurer’s Report was recorded as Exhibit 3.
- 4. ***MARCH 2021 REVENUE REPORT – ROBERTA SMITH:** moved, seconded by to approve the March 2021 Revenue Report. Voting yes: Carlson, Cordova, Henry, McCutcheon and Beard. Passed 5-0. The March 2021 Revenue Report was recorded as Exhibit 4.
- 5. ***BUDGET VS ACTUAL – MARCH REVENUE AND EXPENSES – ROBERTA SMITH:** moved, seconded by to approve the Budget vs. Actual March Revenue & Expenses. Voting yes: Carlson, Cordova, Henry, McCutcheon and Beard. Passed 5-0. The Budget vs. Actual March Revenue & Expenses Report was recorded as Exhibit 5.
- 6. ***FY 2020-2021 3RD QUARTER LODGER’S TAX REPORT – ROBERTA SMITH:** moved, seconded by to approve the 2020-2021 3rd Quarter Lodger’s Tax Report. Voting yes: Carlson, Cordova, Henry, McCutcheon and Beard. Passed 5-0. The 2020-2021 3rd Quarter Lodger’s Tax Report was recorded as Exhibit 6.

7. ***APPROVE/DISAPPROVE ONE (1) INDIGENT BURIAL – VERONICA PARRAS:** moved, seconded by to approve one indigent burial. Voting yes: Carlson, Cordova, Henry, McCutcheon and Beard. Passed 5-0.
8. ***RECLASSIFICATION/REALLOCATION OF DETENTION OFFICER POSITION TO ASU SERGEANT FOR PRE-TRIAL RELEASE PROGRAM – WARDEN BILLY MASSINGILL:** moved, seconded by to approve the request for reclassification. Voting yes: Carlson, Cordova, Henry, McCutcheon and Beard. Passed 5-0.
9. ***RECLASSIFICATION OF BOOKING SUPERVISOR (CIVILIAN) TO BOOKING LIEUTENANT (SECURITY) – WARDEN BILLY MASSINGILL:** moved, seconded by to approve the request for reclassification. Voting yes: Carlson, Cordova, Henry, McCutcheon and Beard. Passed 5-0.
10. ***RESOLUTION AND AGREEMENT CONSENT AGENDA:** Since all of the items listed below have been distributed to the Commissioners in advance for review and are of a routine and non-controversial nature, they will be enacted by a single motion. Any Commissioner or the County Manager may remove an item from this Resolution and Agreement Consent Agenda if separate discussion is desired. Any item so removed shall be placed on the Trailing Agenda immediately following the approval of this Resolution and Agreement Consent Agenda or later, at a specific time or place on the Trailing Agenda.
 - a. **RESOLUTIONS:**
 - i. **R-21-44; ACKNOWLEDGING THE ORGANIZATION OF EDDY COUNTY FIRE AND RESCUE – JOSHUA MACK.**
 - ii. **R-21-45; INDIGENT MEDICAL/HOSPITAL CLAIMS REPORT – VERONICA PARRAS.**
 - iii. **R-21-46; TRANSFER OF EQUIPMENT TO CFD AND AFD – JOSHUA MACK.**
 - iv. **R-21-47; FY 2020-2021 DFA 3RD QUARTERLY REPORT – ROBERTA SMITH.**
 - b. **AGREEMENTS:**
 - i. **A-21-35; GENERAL LEGAL SERVICES AGREEMENT WITH TABOR & BYERS, LLP – ANISIA CERNA.**
 - ii. **A-21-36; EQUIPMENT SERVICE CONTRACT FOR COPIER BEHIND ADMINISTRATIVE ASSISTANT'S DESK IN LOBBY AREA AT THE ADMINISTRATION COMPLEX – ALLEN DAVIS.**
 - iii. **A-21-42; FY 2020-2021 ANNUAL AUDIT SERVICES WITH CARR, RIGGS & INGRAM, LLC – ROBERTA SMITH.**

iv. **A-21-43; CONTRACT WITH VISION SERVICE PLAN INSURANCE COMPANY (VSP) FOR EMPLOYEE GROUP VISION INSURANCE – ROBERTA SMITH.**

Moved, seconded by to approve the Resolution/Agreement Consent Agenda as presented. Voting yes: Carlson, Cordova, Henry, McCutcheon and Beard. Passed 5-0. R-21-44 through R-21-47 was recorded as Exhibits 10.a.i. through 10.a.iv. respectively. A-21-35, A-21-36, A-21-42 and A-21-43 were recorded as Exhibits 10.b.i. through 10.b.iv. respectively.

11. DEPARTMENT UPDATES:

12. *TRAVEL REQUEST CONSENT AGENDA: Since all of the items listed below have been distributed to the Commissioners in advance for review and are of a routine and non-controversial nature, they will be enacted by a single motion. Any Commissioner or the County Manager may remove an item from this Travel Request Consent Agenda if separate discussion is desired. Any item so removed shall be placed on the Trailing Agenda immediately following this Travel Request Consent Agenda or later, at a specific time or place on the Trailing Agenda.

PRIOR: None.

FUTURE:

- a. **MICHELLE BOUDRIE TO ATTEND LEVEL 2 ADVANCED ANIMAL CRUELTY INVESTIGATOR TRAINING IN CONROE, TX FROM AUGUST 22 THRU AUGUST 28, 2021.**

Moved, seconded by to approve the Travel Request Consent Agenda as presented. Voting yes: Carlson, Cordova, Henry, McCutcheon and Beard. Passed 5-0.

13. EMERGENCY BUSINESS: None.

14. LEGISLATORS AND ELECTED OFFICIALS' COMMENTS/ANNOUNCEMENTS/UPDATES:

15. COUNTY MANAGER'S COMMENTS/ANNOUNCEMENTS/UPDATES:

16. COUNTY COMMISSIONERS' COMMENTS/ANNOUNCEMENTS/UPDATES:

17. EXECUTIVE SESSION: None.

18. *ADJOURN: At a.m. moved, seconded by to adjourn the meeting. Voting yes: Carlson, Cordova, Henry, McCutcheon and Beard. Passed 5-0.

~Asterisk denotes vote is required~

COMMISSION CHAIR, STEVEN MCCUTCHEON

ATTEST:

COUNTY CLERK, DARLENE ROSPRIM

DATE