

Final Copy
Torrance County Board of Commissioners
Special Commission Meeting
June 13, 2016

Commissioners Present: **James Frost-Member, Vice-Chair**
 Julia DuCharme-Member

Others Present: **Annette Ortiz- Deputy County Manager**
 Michelle Jones -Clerical

Call Meeting to Order:

Vice-Chairman Frost calls the June 13, 2016 Special Meeting to order at 9:12 am. He welcomes all those present to the meeting, leads us in the pledge, and gives the invocation.

Approval of the Meeting Agenda:

Madam Commissioner DuCharme states that at the last Regular Commission meeting, the Commission approved to have this Special meeting for canvassing only. She states that she was not specifically informed about adding another item to the agenda; no one asked her if it was ok and she would like to discuss agenda item # 1. ***Children, Youth and Families Department Agreement Amendment Number Two, Home Visiting Program- Michelle Castillo, TCPO Director** at the next Regular Commission meeting. Ms. Annette Ortiz, Deputy County Manager, speaks. She states that at the last Commission meeting Ms. Ansley stated that Ms. Castillo had just received this amendment and it had to be returned almost immediately. Instead of Ms. Ansley signing it and later having it ratified by the Commission, the Manager's Office decided to put it on this agenda. Ms. Ortiz states that she has never had to request specific Commission approval to put items on the agenda for a Special meeting before; they have had the ability to just add items. Ms. Ortiz states that this amendment does need to be returned within the week and she requests that the Commission hear it today. Ms. Ortiz states that the item was put on the agenda within the required time frame for posting. This is a grant funded program dealing with home visiting. Madam Commissioner DuCharme asks when the deadline is for approval of this amendment. Ms. Castillo replies that she was not given a specific deadline, but this amendment is needed as soon as possible in order to create the budget for FY17; without this, they have no

budget. Commissioner Frost states that if we do not get this on the budget and receive this money, we would be derelict in our duty to provide our part in getting this funding that will help families and kids. The next Commission meeting is not until June 29. Ms. Castillo comments that the only change in this amendment is the dollar amount and the number of families projected to be assisted. This is a non-matching grant. Without this funding, five County employment positions will be lost and approximately 40 at-risk children and families will not be seen anymore. **ACTION TAKEN:** Madam Commissioner DuCharme makes a motion to approve today's Commission Meeting Agenda. Vice-Chairman Frost seconds the motion. The Commissioners vote; all in favor, none opposed. **MOTION CARRIED.**

Action Items

Items to Be Considered and Acted Upon

1. *Children, Youth and Families Department Agreement Amendment Number Two, Home Visiting Program- Michelle Castillo, TCPO Director
Ms. Castillo speaks. This is agreement #16-690-19238-2. This is an amendment from CYFD for the Home Visiting Program. The new amended amount is \$160,000.00 per year with a projected 40 families being serviced. The project number of families being assisted went from 60 to 40. Commissioner Frost asks how these funds help families. Ms. Castillo explains that all of her staff are 'Parents as Teachers' certified. They will go into the home and do a family assessment. They service families from pregnancy through the age of 3. They service at-risk children. They make sure the children are hitting their milestones such as walking, talking, hearing, etc. they then buy the necessary tools to teach the parents and children different developmental skills. They use all the tools at their disposal to insure that these at-risk children are developmentally ready for school. They can also assist with the process of getting these children placed in special classes if needed. They also teach relationship tools that might be needed to help parents bond correctly with their children. They also try to identify and assist high risk parents: very low income, poverty level, teen parents, single parents, and parents who have never been around children or don't have the support that they need. We teach these parents the skills that they need to raise a healthy baby. Vice-Chair Frost thanks Ms. Castillo for her explanation of this very important program. Madam Commissioner DuCharme asks Ms. Castillo why the number of families has been reduced. Ms. Castillo answers that it is due to the number of families we have in the County needing these services. 40 families is a more accurate estimate that we can meet. If we don't hit our numbers, the entire RFP could be pulled.

ACTION TAKEN: Madam Commissioner DuCharme makes a motion to approve the Children, Youth and Families Department Agreement Amendment Number Two, Home Visiting Program. Vice-Chairman Frost seconds the motion. No further discussion. The Commissioners vote; all in favor, none opposed. **MOTION CARRIED.**

2. * Canvass of 2016 Primary Election

Ms. Linda Jaramillo, County Clerk, speaks. She states that we are here today for the Commission, as the Canvassing Board for the County, to canvas the results from our Primary election. Ms. Jaramillo has presented the Commission with two reports: the summary of all the results from every precinct and a report by precinct. There were no major changes from the election night results to the end of the canvas results. Only a few provisional ballots were counted, but they did not change the overall results. Ms. Jaramillo explains provisional voting to the Commission. She states that in the Primary election, only registered Republicans and Democrats are eligible to vote. Some people do come to the polls and choose to vote even if they are not registered this way and are not on the roster; they may be registered as Independent or Declined to State, etc. We give them the option of voting either Republican or Democrat. We give them a ballot, we notate this on the roster as being provisional. The provisional ballot is not put into the voting machine; it is placed in an inner and an outer envelope and brought to the Clerk's office. Ms. Jaramillo and Ms. Kayser, Deputy Clerk, canvass those provisional ballots. Ineligible provisional ballots are not counted. An accounting of this is sent to the Secretary of State. Anyone who voted a provisional ballot can call the Secretary of State and be told if their ballot was counted or not.

Ms. Jaramillo presents the Commission with each precinct roster from Election night. The roster cover shows a total of how many people voted, any hand tally votes, provisional ballots, etc. She states that she would like for the Commission to review each precinct roster and compare it with the voting machine tape from that precinct for her sake and for the sake of the voters.

At this time, the Commission compares the reports Ms. Jaramillo has presented them with the rosters and the tapes. They review absentee, early in-person, and each Election Day precinct.

Ms. Jaramillo explains that there was a write-in candidate in the Public Education Commissioner-District 8 position on the Democrat ballot. Some of the precincts

did not tally the write-in votes correctly and had to come back to Ms. Jaramillo's office to correctly complete the tally sheet for their precinct.

The Commission carefully reviews the results precinct by precinct. Ms. Jaramillo explains each roster and answers any questions the Commission has. Ms. Jaramillo thanks the Commission for their patience in reviewing all the election results. The Commission thanks Ms. Jaramillo for explaining the results in such detail.

Ms. Jaramillo states, for the record, that she could not run elections alone. It takes a team effort; that takes all the ladies in her office. She thanks her partner and Chief Deputy Ms. Linda Kayser, Ms. Yvonne Otero for all her technical computer support, Ms. Sylvia Chavez for all her help with the rosters, and Ms. Michelle Jones for all her hard work.

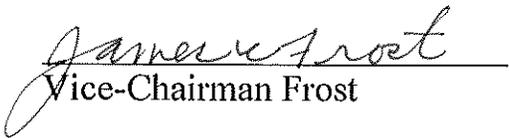
ACTION TAKEN: Madam Commissioner DuCharme makes a motion to approve the canvas of the 2016 Primary Election. Vice-Chairman Frost seconds the motion. No further discussion. The Commissioners vote; all in favor, none opposed.

MOTION CARRIED.

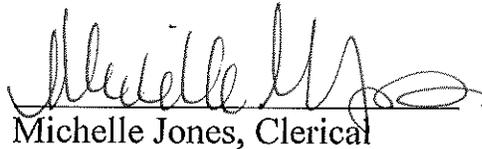
Vice-Chairman Frost comments Good Job!

**Adjourn*

ACTION TAKEN: Madam Commissioner DuCharme makes a motion to adjourn the June 13, 2016 Special Commission Meeting. Vice-Chairman Frost seconds the motion. No further discussion. The Commissioners vote; all in favor, none opposed. **MOTION CARRIED.** Meeting adjourned at 10:16 am.



Vice-Chairman Frost



Michelle Jones, Clerical

6/29/16
Date

The video of this meeting can be viewed in its entirety on the Torrance County NM Website. Audio discs of this meeting can be purchased in the Torrance County Clerk's Office and the audio of this meeting will be aired on our local radio station KXNM.