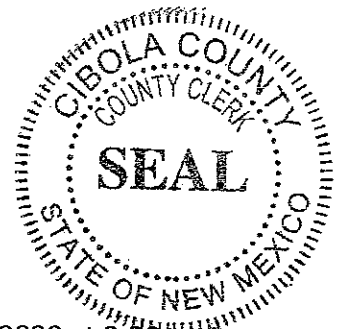


*Cibola County Commission*  
Special Meeting  
Tuesday March 19<sup>th</sup>, 2020



The Cibola County Commission held a special meeting Tuesday March 19<sup>th</sup>, 2020 at 3:30pm in the Cibola County Commission Center.

**Elected Officials Present Staff**

Daniel Torrez, Chairman  
Robert Windhorst, 1<sup>st</sup> Vice Chairman  
Ralph Lucero, Commissioner  
Christine Lowery, Commissioner

Kate Fletcher, County Manager  
Michelle Dominguez, County Clerk  
Marisa Baca, Filing/Recording

**Call to Order**

Commissioner Torrez, called the meeting to Order at 3:33 pm.

**Roll Call**

Commissioner Torrez does roll call 3-present, 1-on the phone, 1-absent 4-1

**Pledge of Allegiance**

Led by Commissioner Lucero. Recited by all.

**4. Prayer**

Commissioner Windhorst led prayer.

**5. Approval of Agenda**

Motion to approve the agenda made by Commissioner Lucero, second by Commissioner Lowery 4-0 affirmative.

**6. New Business – Action Mat Be Taken**

- a) Consideration of Resolution 20-26 Local Emergency Disaster Declaration

Kate – Anytime there is a foreseeable emergency, or we think we may need assistance from i.e., Federal or the State the county needs to put this in place and need to be approved. So, they will know we are aware of the situation and we do need assistance when we do need it. It is a very normal thing; I don't know if Kathy or Dustin want to add anything. We do this with any kind of emergency when we are not sure what we are going to need to ask for, we need to put this in place so can ask for emergency services, I am hoping that everyone approves this.

Phone – lawyer

Kate - Since the state has already declared we do not have to report this to the AT office, is that correct?

Mentioned by Commissioner Windhorst, Seconded Commissioner Lucero 4-0

b) Consideration of Emergency Action as Needed

Kate we put this in just for this reason, things are changing daily. Dustin and I have talked about what we have in place, what we intend to do on a daily bases.

Dustin – As of right now I plan to send out a situation report to all of the commissioners that will give you a run down of what we are Stating immediately I will be giving a daily report to all the commissioners on what we are doing are total numbers and what we are doing, the counties they are in. basically wat I get from the department of health, CDC and the state EOC. This will be provided to you daily in a report. it will also tell you id have dispatched any resources i.e. the sheltering trailer or any of my personal that well must be sent to other areas. The EOC static has not been active locally because we have not felt the need to, that will come later. We would like to implement our EOP Emergency Operation Plan which gives us more authority more or less as far as the SAT team which it the Situational Analysis Team which myself, Mrs. Fletcher and the chairman of the commission. It will allow us the follow actions that have been embedded in the document that has been previously approved, it has been adopted by the commission and is on recorded with the state EOC. It gives us a format the we should follow to help us make the determination on decisions based on graph and statistical data. We would like to start running on that as of today.

Kate Can we talk about how we are in constant contact with Dustin, how we have gone to a skeleton crew, one of those reason we had to look at this and see who has to work who has to be here. We have to have a purchase agent here to help prepare of an emergency, HR. I just wanted to explain why.

Torres what are we doing to inform the public? What steps are we taking to make the public feel safe?

Kate we have a link we add to our website. We have Anna Larson which will be doing a daily update on cancelation and what is going on. So all the information that you get daily she will be putting out what is public.

Lucero I have a question? If I do not have a computer how will I know what is going on?  
Torres do we have this on the radio? Are we doing flyers? For the people that don't have technology can get this information. Will we be putting up the flyers at the shopping center where everyone is passing thru? Even if the flyers is not up to date that way it is out there for them to see.

Kate Remember we do not have any cases yet, so it is not implemented as a number yet. When there is a number that is when we need to let everyone know, that is when we will do a sign, signs at the fire departments will get connected so they can get the information out whatever is decided by you all we will do.

Torrez right now let's say we are at a level one and it rises do you go right to a level five do we skip the other levels or do we have to go level by level.

Dustin that is when the three of use will discuss what needs to be done. We are at a level zero because we do not have any cases, there has not been any conformed cases here in Cibola county as of now. There for we do not need to panic the community. The EOP does say when to notify the public. There is a guide in the EOP on when to do that. The phone calls I have received is based on what I have on hand. I talk to the hospital daily, as a matter of fact, I have a meeting at 4 with them. I go to their meeting because I am a part of their team so I know what is going on I can rely to the other agencies. With Mrs. Fletcher having meeting with the Village and City Managers everyday, and I will be joining those to try and keep that rumor-mill in. Lucero my concern is that we have something up at least weekly, because there is a lot of rumors about what is going on. And we need to keep the people at rest that, that it is not happening or that it is happening. There are rumors that there are these cases in Grants, but it is not happening. That is why I say we need to put something out to the pubic weekly. Kate I agree, right now I was taking care of our employees, they are important right now to keep them safe so we can carry on if we need them. We can go on the radio or Dustin can go on. We are just following the EOP. We have to follow the guidelines and the orders for the Governor office and the Department of health.

Lowery this information is based on what Kate has reported to me that she, Milan and Grants are coordinating and speaking with one voice, I think that this is really important, that this is a very coordinated effort, and I an glad that it is the EOP. We need to be careful not to overstep our expertise number one and number two to make sure we have one point of information. The EOP covers that, I think we need to pay attention to that and make sure we don't start providing premature information, before we even have a count in the county. I know we want to control the rumor-mill, but we can't. I think we just need that one point of information.

Kate from this day on Dustin will be your point of contact if you hear something and you want to know it is true then you contact Dustin. He will be sending on a daily basis from what he gets in the mornings.

Windhorst May I suggest you put this information on the Cibola County Awareness, there is about is abut forty-five hundred people on that from the area. A lot of people look at that, that will help put the good news out, and it is a great way to get the news out.

Kate I strongly suggest the we follow the EOP and what we have been told to put out, because we do not want to panic people.

Lucero How do you decide on who needs to be here? Have you decided who needs to be here in our office? If you feel you need ten people in your office, you can have 10 people in your office?

Kathy County Treasurer we did have a meeting. She went to each department, and at first she said everyone with kids needed to go home. We will be fine with the four of us.

Lucero What about you Michelle? Are you okay with what you have left?

Michelle County Clerk I only have three employees to begin with. All of us have kids in the office so we all can't take off at the same time. So we have worked to where whatever days they don't have a babysitter or if they are sick they should stay home. We have worked out a plan for what days they need off.

Torrez I hope that any employee has the common sense, to not come in to work if they are sick. That is the reason why I went to all department I told you leaders this is where you will take leadership roles.

Kate this when all supervisors and director step up to get the job done.

Lowery if we can have the elements of the EOP on the website that way we can learn it. That would be helpful for me. Then I could refer others that site. Dustin Commissioner Lowery I do not think that should be put out the public, because it is not a public document, it is for us to use to use for emergency operations. We can forward you a copy so you can review it. It is generally not put out to the public. Lowery it is questions I need to know, not all the technical stuff. Torrez it is 163 pages. Dustin, that document has information like where are EOC is, an we don't want the public to know. Lowery oh okay.

Lucero one more question, why don't we have any hospital staff here? That is why Dustin is here, he talks with them daily, he has his meeting at 4 with them today.

Motion Lowery 2nd Windhorst 4-0

Kate Do you want to do the protocols that we talked about, instead of having all the commissioner here we can have it on the phone or have it live streamed.

Mentioned by commissioner Lowery, Seconded by Windhorst

## **7. Announcements**

The next Commission Regular Commission Meeting will be March 26<sup>th</sup>, 2020 at 5:00 p.m. in the Cibola County Commission Chambers.

Kate Do you want to do the protocols that we talked about, instead of having all the commissioner here we can have it on the phone or have it live streamed.

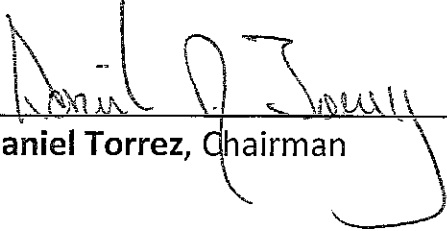
Mentioned by commissioner Lowery, Seconded by Windhorst 4-0

## **8. Adjournment**

4:00 p.m.

**PASSED, APPROVED, and ADOPTED** this 26<sup>th</sup> day of March 2020

BOARD OF COUNTY COMMISSIONERS



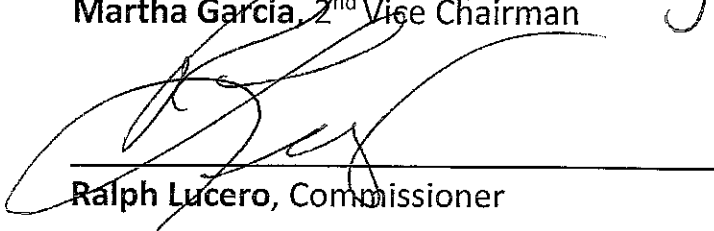
**Daniel Torrez, Chairman**

Voted Yes Telephonically

**Robert Windhorst, 1<sup>st</sup> Vice Chairman**

Voted Yes Telephonically

**Martha Garcia, 2<sup>nd</sup> Vice Chairman**



**Ralph Lucero, Commissioner**

Voted Yes Telephonically

**Christine Lowery, Commissioner**

**ATTEST:**

  
**Michelle E. Dominguez, Cibola County Clerk**

Date: 04/27/20

