



**911 Board Meeting | Minutes**  
**Thursday, February 24, 2022, 10:00 am**  
**Hybrid/Microsoft Teams Meeting**

**I. Call Meeting to Order**

Sheriff Vigil called the meeting to order at 10:00 am.

**II. Roll Call 911 Board Members**

The meeting was presented as a hybrid meeting virtually via Microsoft Teams as well as in the VRECC Training Room. All members present were communicated with virtually via Teams or in-person during the meeting.

- a. Village of Los Lunas
  - i. Greg Martin, Village Administrator – Present
  - ii. Frank Lucero, Police Chief – Present
- b. Valencia County
  - i. Danny Monette, County Manager – Not Present
  - ii. Denise Vigil, Sheriff – Present
- c. Village of Bosque Farms
  - i. Gayle Jones, Village Clerk/Administrator – Present
  - ii. Andrew Owen, Police Chief – Present
- d. City of Belen
  - i. Andrew Salas, City Manager – Not Present
  - ii. James Harris, Police Chief – Present
- e. City of Rio Communities
  - i. Martin Moore, City Manager – Not Present
  - ii. Peggy Gutjahr, Mayor Pro-Tem – Not Present
- f. Member-at-Large
  - i. Russell Griego – Not Present

**III. Approval of Agenda – February 24, 2022 (Action Item)**

- a. Discussion  
Sheriff Vigil asked for comments. There were no comments.
- b. Motion  
Chief Owen motioned to approve the agenda.
- c. Second  
Chief Harris seconded the motion.
- d. Vote

**Motion passed on a vote of 6 for and 0 against.**

Greg Martin, Village Administrator – Yes      Andrew Salas, City Manager – Not Present

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VALENCIA COUNTY

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VILLAGE OF LOS LUNAS

POLICE CHIEF  
CITY OF BELEN

ADMINISTRATOR  
CITY OF BELEN

POLICE CHIEF  
VILLAGE OF BOSQUE FARMS

CLERK  
VILLAGE OF BOSQUE FARMS

ELECTED OFFICIAL  
RIO COMMUNITIES

MANAGER  
RIO COMMUNITIES

COMMUNITY-AT-LARGE  
MEMBER



# VALENCIA REGIONAL EMERGENCY COMMUNICATIONS CENTER (VRECC)

Frank Lucero, Police Chief – Yes	James Harris, Police Chief - Yes
Danny Monette, County Manager – Not Present	Martin Moore, City Manager – Not Present
Denise Vigil, Sheriff - Yes	Peggy Gutjahr, Mayor Pro-Tem – Not Present
Gayle Jones, Village Clerk/Administrator - Yes	Russell Griego, Member-at-Large - Not Present
Andrew Owen, Police Chief - Yes	

## IV. Public Input

Sheriff Vigil asked for any public input. Assistant Fire Chief Casey Davis announced that Valencia County Fire would be going to 24-hour coverage beginning March 1, 2022.

## V. Old Business

### a. Adopt New VRECC Policy: Remote Work – Tommy Sanchez, Acting Director (Action Item)

- i. Discussion  
Sheriff Vigil asked for comments. There were no comments.
- ii. Motion  
Chief Owen motioned to approve the agenda.
- iii. Second  
Mr. Martin seconded the motion.
- iv. Vote

#### Motion passed on a vote of 6 for and 0 against.

Greg Martin, Village Administrator – Yes	Andrew Salas, City Manager – Not Present
Frank Lucero, Police Chief – Yes	James Harris, Police Chief - Yes
Danny Monette, County Manager – Not Present	Martin Moore, City Manager – Not Present
Denise Vigil, Sheriff - Yes	Peggy Gutjahr, Mayor Pro-Tem – Not Present
Gayle Jones, Village Clerk/Administrator - Yes	Russell Griego, Member-at-Large - Not Present
Andrew Owen, Police Chief - Yes	

## VI. New Business

### a. Adopt FY2023 Proposed Budget – Valene Mitchell, Operations Generalist (Action Item)

Ms. Mitchell presented the FY 2023 VRECC annual budget based on the suggestions from the board from the previous meeting. She stated that she reduced the amount in the overtime line item, reduced the medical premium line items to anticipate a 7.5% increase instead of 10% increase as originally presented, added the administrative fee from the

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					COMMUNITY-AT-LARGE MEMBER



## VALENCIA REGIONAL EMERGENCY COMMUNICATIONS CENTER (VRECC)

fiscal agent, and changed the full-time salary line item due to a recent job change.

**i. Discussion**

Sheriff Vigil asked for comments. Mr. Martin asked about the changes to amount budgeted for medical benefits. Ms. Mitchell stated as she had not heard from the Village of Los Lunas Human Resources regarding the anticipated medical premium increase and understood that the increase might be greater than anticipated. There was no further discussion.

**ii. Motion**

Ms. Jones motioned to approve the FY 2023 VRECC budget as presented.

**iii. Second**

Chief Owen seconded the motion.

**iv. Vote**

**Motion passed on a vote of 6 for and 0 against.**

- |  |   |
|--|---|
| Greg Martin, Village Administrator – Yes       | Andrew Salas, City Manager – Not Present      |
| Frank Lucero, Police Chief – Yes               | James Harris, Police Chief - Yes              |
| Danny Monette, County Manager – Not Present    | Martin Moore, City Manager – Not Present      |
| Denise Vigil, Sheriff - Yes                    | Peggy Gutjahr, Mayor Pro-Tem – Not Present    |
| Gayle Jones, Village Clerk/Administrator - Yes | Russell Griego, Member-at-Large - Not Present |
| Andrew Owen, Police Chief - Yes                |   |

**b. Adopt Updated GOL – Valene Mitchell, Operations Generalist (Action Item)**

Ms. Mitchell presented the FY 2023 VRECC grade order list that presents the salary plan adopted by the 911 Board. The updated list implemented the 2% cost-of-living adjustment approved by the board in the FY2023 budget.

**i. Discussion**

Sheriff Vigil asked for comments. Chief Owen asked how many vacant positions VRECC currently had. Mr. Sanchez and Ms. Mitchell stated VRECC had five vacant full-time positions at that time, but that VRECC was planning on aggressively recruiting in the near future and had one potential hire that would start soon. Sheriff Vigil asked for clarification regarding the ranges labeled “vacant.” Ms. Mitchell stated that there are no positions that are assigned that pay grade at this time but that

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# VALENCIA REGIONAL EMERGENCY COMMUNICATIONS CENTER (VRECC)

they are included in case future positions need to utilize pay grades not currently assigned to positions.

**ii. Motion**

Mr. Martin motioned to approve the updated VRECC GOL as presented.

**iii. Second**

Sheriff Vigil seconded the motion.

**iv. Vote**

**Motion passed on a vote of 6 for and 0 against.**

Greg Martin, Village Administrator – Yes	Andrew Salas, City Manager – Not Present
Frank Lucero, Police Chief – Yes	James Harris, Police Chief - Yes
Danny Monette, County Manager – Not Present	Martin Moore, City Manager – Not Present
Denise Vigil, Sheriff - Yes	Peggy Gutjahr, Mayor Pro-Tem – Not Present
Gayle Jones, Village Clerk/Administrator - Yes	Russell Griego, Member-at-Large - Not Present
Andrew Owen, Police Chief - Yes	

**VII. Executive Session**

**a. Motion and roll call vote to go into Executive Session for the stated reasons.**

**i. Discussion of limited personnel matters related to the hiring, promotion, demotion, dismissal, assignment, or resignation of VRECC personnel.**

**ii. Motion**

Chief Owen motioned to convene the meeting into an executive session.

**iii. Second**

Ms. Jones seconded the motion.

**iv. Vote**

**Motion passed on a vote of 6 for and 0 against.**

Greg Martin, Village Administrator – Yes	Andrew Salas, City Manager – Not Present
Frank Lucero, Police Chief – Yes	James Harris, Police Chief - Yes
Danny Monette, County Manager – Not Present	Martin Moore, City Manager – Not Present
Denise Vigil, Sheriff - Yes	Peggy Gutjahr, Mayor Pro-Tem – Not Present
Gayle Jones, Village Clerk/Administrator - Yes	Russell Griego, Member-at-Large - Not Present
Andrew Owen, Police Chief - Yes	

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# VALENCIA REGIONAL EMERGENCY COMMUNICATIONS CENTER (VRECC)

- b. **Board meets in closed session.**
- c. **Motion and roll call vote to reconvene into an open meeting.**

**i. Motion**

Mr. Martin motioned to reconvene the meeting into an open session.

**ii. Second**

Chief Owen seconded the motion.

**iii. Vote**

**Motion passed on a vote of 6 for and 0 against.**

- |  |   |
|--|---|
| Greg Martin, Village Administrator – Yes       | Andrew Salas, City Manager – Not Present      |
| Frank Lucero, Police Chief – Yes               | James Harris, Police Chief - Yes              |
| Danny Monette, County Manager – Not Present    | Martin Moore, City Manager – Not Present      |
| Denise Vigil, Sheriff - Yes                    | Peggy Gutjahr, Mayor Pro-Tem – Not Present    |
| Gayle Jones, Village Clerk/Administrator - Yes | Russell Griego, Member-at-Large - Not Present |
| Andrew Owen, Police Chief - Yes                |   |

- d. **Summary of items discussed in closed session.**

The board discussed the process to hire a new director and discussed candidates to fill the Interim Director position.

## VIII. **Appoint an Interim Director (Action Item)**

**a. Motion**

Chief Owen motioned to appoint Tommy Sanchez as Interim Director to be paid at pay grade S step 2 until a new District Director is appointed.

**b. Second**

Chief Harris seconded the motion.

**c. Vote**

**Motion passed on a vote of 6 for and 0 against.**

- |  |   |
|--|---|
| Greg Martin, Village Administrator – Yes       | Andrew Salas, City Manager – Not Present      |
| Frank Lucero, Police Chief – Yes               | James Harris, Police Chief - Yes              |
| Danny Monette, County Manager – Not Present    | Martin Moore, City Manager – Not Present      |
| Denise Vigil, Sheriff - Yes                    | Peggy Gutjahr, Mayor Pro-Tem – Not Present    |
| Gayle Jones, Village Clerk/Administrator - Yes | Russell Griego, Member-at-Large - Not Present |
| Andrew Owen, Police Chief - Yes                |   |

## IX. **Adjournment**

The meeting was adjourned at 11:57 am.

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