



**PIMA COUNTY
EMERGENCY FOOD AND SHELTER PROGRAM LOCAL BOARD
FEMA/EFSP Phase XXXIV
Semi-Annual Meeting
January 9, 2018 1:00 pm
Pima County Housing Center
801 W. Congress
Tucson Arizona 85745**

MINUTES

EMERGENCY FOOD AND SHELTER BOARD MEMBERS

Present	Jill Rich	Not Present	Russell Crossan
	Linda Hollis		Liz Weiner-Schulman
	Cammie Dirrim		Linda Shmyr
	Dana Mellors		
	Jamie Snyder		
	John Blackburn		
	Lori Aldecoa		
	Margaret Higgins		
	Philip Pierce		
	Pia Seebach-York		
	Terri Patt-Smith		

**COMMUNITY DEVELOPMENT AND NEIGHBORHOOD CONSERVATION
DEPARTMENT STAFF**

John Matheny- Special Populations Program Coordinator
Paula Jansmann – Administrative Specialist Sr.

CALL TO ORDER

Chair Jill Rich called meeting to order at 1:00 pm.

ROLL CALL OF BOARD

Quorum satisfied

PLEDGE OF ALLEGIANCE

OPEN REMARKS

Mr. Matheny reminded the Board, at a minimum, needs to meet at least twice a phase. This is the second semi-annual meeting for Phase 34, ending January 31, 2018. There will be no extension.

ADMINISTRATIVE MATTERS

a. Approval of minutes from phase XXXIV from September 18, 2017

Mr. Matheny asked for a motion to approve minutes

Ms. Patt-Smith - moved to approve the September 2018 minutes.

Ms. Seebach-York - Seconded

Motion passed unanimously

b. Discuss Phase XXXIV 2nd half payments

Mr. Matheny reminded the Board that Agencies get half of their award up front and the second half is held until the previous phase is closed out. With the exception of SAAF, all agencies have received their first half awards. Everyone has submitted and been approved for second half payment.

The Community Action Agency has expressed concern regarding the ability to spend the second half payment and is hoping to reallocate unspent funds to Sullivan Jackson for use on the other shelters category.

Discussion held as to the potential impacts, if any, for Agencies unable to spend all awarded funds.

c. Approve OPCS request to reallocate \$2000 in funds from Utility Assistance to Rent Assistance category

Ms. Patt-Smith - moved to approve the request of OPCS (Old Pueblo Community Services) to reallocate \$2,000 from utility assistance to the rent assistance category.

Ms. Seebach-York - Seconded

10 in favor. Philip Pierce abstained. Motion passed.

DISCUSS PHASE 34 & 35 AWARD PLAN

Mr. Matheny informed the Board that Phase 35 has been approved to FEMA but that the process of allocating funding to the local Boards based on the census and the information they have.

CALL TO AUDIENCE

None.

OTHER BUSINESS

None.

REQUEST MOTION TO ADJOURN

Ms. Rich asked for a motion to adjourn.

Mr. Pierce - moved to adjourn.

Ms. Seebach-York - Seconded

Motion passed unanimously

ADJOURNMENT

Meeting adjourned at 1:22 pm.

Minutes submitted by Paula Jansmann