



**PIMA COUNTY
EMERGENCY FOOD AND SHELTER PROGRAM LOCAL BOARD
FEMA/EFSP Phase XXXV
Funding Allocation Meeting Minutes
Friday May 25, 2018
Pima County Housing Center
801 W. Congress
Tucson Arizona 85701**

MINUTES

EMERGENCY FOOD AND SHELTER BOARD MEMBERS

Present Jill Rich
 Kelly Evans
 Cammie Dirrim
 Marie Reyna
 Jamie Snyder
 Tara Radke
 John Matheny
 Margaret Higgins
 Philip Pierce
 Steve Tofel
 Terri Patt-Smith
 Russell Crossan
 Melissa Scaff

Not Present Pia Seebach-York

**COMMUNITY DEVELOPMENT AND NEIGHBORHOOD CONSERVATION
DEPARTMENT STAFF**

John Matheny- Special Populations Program Coordinator
Daniel Tylutki – Sr. Program Manager
Jennifer Felix – Program Coordinator

CALL TO ORDER

Acting Chair Jill Rich called meeting to order at 9:04 am

ROLL CALL OF BOARD

Quorum satisfied

PLEDGE OF ALLEGIANCE

OPEN REMARKS

Rosemary Cora-Cruz from CAA discussed their application will include the support of Dan Sullivan and the SJEC team to help with motel vouchers.

Jill discussed the process of separating into two groups to review the applications and allocate funding for phase 35.

ELECTION OF BOARD CHAIR FOR PHASE XXXV

Ms. Rich requested a motion to select new Board Chair.

Margaret Higgins moved to nominate acting Chair Jill Rich to be re-nominated for Board Chair.

Phil Pierce - Seconded

Motion passed unanimously

INTRODUCTION

Chair Jill Rich welcomed board members and asked board and guest to introduce themselves and state the agency they represent.

Ms. Rich briefed the board on the FEMA process, guidelines and requirements. Ms. Rich reviewed the list of non-allowable items. Ms. Rich addressed questions from the board.

ADMINISTRATIVE MATTERS

a. Approval of Meeting Agenda XXXV

Ms. Rich requested motion to approve agenda

Ms. Terri Patt-Smith move to approve Phase XXXV agenda

Mr. Russell Crossan – Seconded

Motion passed unanimously

b. Approval of minutes from phase XXXIV 01/09/2018

Ms. Rich requested motion to approve minutes

Ms. Terri Patt-Smith - moved to approve January minutes

Mr. Russell Crossan – Seconded

Motion passed unanimously

c. Discuss and Approve Phase XXXV Allocations/Allowances

1. Award \$411,233.00; Administrative Allowance \$8,225.00

Ms. Rich announced the total award amount of \$411,233.00 with the maximum allowable administrative expenses is \$8,225.00 amount of which is included in total award amount.

Ms. Terri Patt-Smith moved to approve

Ms. Margaret Higgins - Seconded

All in Favor

Motion passed unanimously

Pima County Community Development and Neighborhood Conservation

Kino Service Center

2797 East Ajo Way, 3rd floor, Tucson, Arizona 85713 • Phone: 520-724-3777 • Fax: 520-724-6796

2. Per Diem Rate Allowance

- **\$12.50 per night for Mass Shelter**
 - **\$2.00 per meal for Mass Feeding**
- Ms. Margaret Higgins moved to approve
Ms. Terri Patt-Smith - Seconded
All in Favor
Motion passed unanimously

3. Funding Period End Date-January 31, 2019

Ms. Margaret Higgins moved to approve
Mr. Russell Crossen Seconded
All in Favor
Motion passed unanimously

BREAK INTO SUBCOMMITTEES

a. Discuss Proposals

The Board separated into Subcommittees at 9:20am, the board reconvened at 10:45am.

ALLOCATIONS DECISIONS

- a. Allocations were reviewed
- b. The final recommendations were reviewed: Spreadsheet attached.

Ms. Margaret Higgins moved to approve the average for groups A & B per the spreadsheet

Ms. Terri Patt-Smith - Seconded

Motion passed unanimously

OTHER BUSINESS – None

ADJOURNMENT

Ms. Margaret Higgins moved to adjourn.

Ms. Cammie Dirrim seconded

All in Favor

Motion passed unanimously

Meeting adjourned at 11:10am

Minutes submitted by John Matheny

Agency	Phase 35 Current Awarded 18-19							Total Awarded
	Served Meal/Mass Feeding	Other Food	Mass Shelter	Other Shelter	Rent/ Mortgage Assistance	Utility Assistance	Admin	
Administration of Resources and Choices					\$10,320	\$2,637		\$ 12,957
Catholic Community Services of Southern AZ	\$5,000							\$ 5,000
Catholic Community Services of Southern AZ		\$4,100			\$8,700	\$3,335		\$ 16,135
Community Food Bank, Inc. (Back-pack Program)		\$15,901						\$ 15,901
Community Food Bank, Inc. (Community Meals)		\$21,343						\$ 21,343
Community Food Bank, Inc. (Emergency Food Assistance)		\$14,440						\$ 14,440
Green Valley Assistance Services					\$4,000	\$2,875		\$ 6,875
Interfaith Community Services					\$26,535			\$ 26,535
Interfaith Community Services	\$10,065							\$ 10,065
Mobile Meals of Southern Arizona	\$6,000							\$ 6,000
Old Pueblo Community Services					\$21,108	\$1,000		\$ 22,108
Pima County CDNC Administration							\$8,225	\$ 8,225
Pima County Community Services-Community Action Agency				\$24,000	\$70,352	\$8,000		\$ 102,352
Primavera Foundation, Inc.			\$60,940	\$10,000				\$ 70,940
The Haven	\$10,000							\$ 10,000
The Salvation Army, A California Corporation	\$10,000		\$23,766	\$10,000				\$ 43,766
Tucson Center for Women and Children dba EMERGE!			\$18,591					\$ 18,591
Totals:	\$41,065	\$55,784	\$103,297	\$44,000	\$141,015	\$17,847	\$8,225	\$ 411,233