



**PIMA COUNTY OUTSIDE AGENCY COMMUNITY ADVISORY
COMMITTEE**

Tuesday January 26, 2016 at 10:00am

YMCA of Southern Arizona

2805 E. Ajo Way

Tucson Arizona 85713

Minutes

COMMITTEE MEMBER

Present: Ms. Jeannine Mortimer – Chair
Ms. Rosalva Bullock – Vice Chair
Ms. Onita Davis – D1
Mr. Victor Soltero – D2
Mr. Steve Huffman – County Administrator

Not Present: Ms. Terri Hutts – D3

COMMUNITY DEVELOPMENT AND NEIGHBORHOOD CONSERVATION STAFF

Isabel Camarena-Administrative Specialist

Ana Durazo-Program Coordinator

Leigh Havins-Grants Management

Margaret Kish-Director

CALL TO ORDER by Chair Jeannine Mortimer at 10:10 am

1. ROLL CALL

Quorum Present

2. PLEDGE OF ALLEGIANCE

3. WELCOME NEW D2 COMMITTEE MEMBER

Ms. Mortimer introduced and welcomed the new D2 committee member, Mr. Victor Soltero.

4. ANNUAL ELECTION OF CHAIRPERSON & VICE-CHAIRPERSON:

Ms. Davis nominated Ms. Mortimer for Chairperson, no other nominations or discussion took place.

Ms. Bullock seconded the motion. Motion passed unanimously.

Mr. Soltero nominated Ms. Bullock for Vice-Chairperson, no other nominations or discussion took place.

Mr. Huffman seconded the motion. Motion passed unanimously.

5. REVIEW & APPROVAL OF SEPTEMBER 2015 MEETING MINUTES

Ms. Mortimer asked for a motion to approve the September 22, 2015 minutes with the following corrections to item #9: Emergency Food & Clothing 40%, Youth 25%, Support Services 20%, Community Services 10% & Senior Services 5%

Ms. Davis moved to approve the minutes

Ms. Bullock seconded the motion. Motion passed unanimously.

6. FY 2015/2016 AGENCY STATUS REPORT

Ms. Kish introduced Maggie Crowdes, the Lead Supervisor from Grants Management department and stated that Ms. Crowdes was recently assigned to oversee the Outside Agency funds and would be working closely with program staff.

Ms. Durazo informed the Committee of a budget total error in the report provided to them and provided the correct budget total of \$2,114,400. Ms. Durazo also reported that the second quarter closed on January 31st and informed the Committee that the OA funds were 49.7% expended and were on target.

Ms. Durazo provided a brief agency expenditure status report and noted that three agencies had fully expended their funds; Youth On Their Own, IMPACT- Emergency Food Bank & Clothing services. She added that she is going to meet with the agencies that were not on target and review their expenditure plans.

Ms. Durazo informed the Committee that Green Valley Services is returning \$5,000 due to a decrease in serving unincorporated clients and that Child and Family Resources announced the closing of their program- Pre-Adolescent Diversion program.

Ms. Kish stated that staff would provide reprogramming funding recommendations at the next meeting. Staff will review the capacity of the agencies being recommended to expend these funds and a contract amendment process must take place by March 31 to allow time for the agencies to expend the reprogrammed funds. The agencies receiving the reprogrammed funds would be aware these funds are a one-time only funding.

7. ZOOMGRANTS

Ms. Durazo provided a FY2016-2017 Outside Agency Request Summary Report to the Committee. She explained the total requests by category and that due diligence meetings will be conducted with the seventeen new programs. These meetings will determine the agency's capacity and a report of each meeting will be provided to the Committee.

Mr. Soltero inquired if the Committee members go out and visit the agencies. Ms. Mortimer responded that Committee members are welcome to go out and visit the agencies with program staff and some Committee members have expressed an interest to attend some of the monitoring visits conducted by staff. Ms. Durazo stated that she would provide the Committee members the next monitoring schedule.

Ms. Kish informed the Committee that February 12, 2016 is the deadline for the Outside Agency applications.

Ms. Kish stated that the County Administrator receives the Committee's funding recommendations the first week of May. The Committee tentatively scheduled their meetings for every Thursday beginning March 3 through April 21, 2016. Ms. Durazo will send the Committee members the finalized meeting schedules with the locations and times.

9. APPEAL PROCESS REVIEW

Ms. Mortimer reviewed the appeal process that was approved by the Committee in 2015 and no changes were made.

10. SPECIAL PROJECT REQUEST-MAJOR LEAGUE SOCCER PRE-SEASON

Mr. Moulton presented on the Major Soccer Preseason 2016 Special Funding Request of \$125,000-185,000 to the Committee. He provided a history of the Soccer season in Tucson and the past funding sources and the need for this request.

Ms. Mortimer asked for a motion to approve Special Funding Request of \$125,000-185,000 for the Major Soccer Preseason for 2016.

Ms. Soltero moved to approve the motion

Mr. Huffman seconded the motion. Motion passed unanimously.

11. NEXT MEETING SCHEDULE

Thursday, March 3, 2016 at 9:00am

12. CALL TO THE AUDIENCE

None

13. ADJOURNMENT

Ms. Mortimer asked for a motion to adjourn meeting

Ms. Davis moved to approve the motion

Ms. Bullock seconded the motion. Motion passed unanimously.

Meeting adjourned 11:55am

Minutes submitted by Isabel Camarena, Administrative Specialist