



PIMA COUNTY OUTSIDE AGENCY ADVISORY COMMITTEE
MARCH 12, 2018 - 9:00 A.M.
Pima County Housing Center
801 W. Congress
Tucson, Arizona 85745

MINUTES

COMMITTEE MEMBERS:

Present: Ms. Jeannine Mortimer – Chair
Ms. Onita Davis – D1
Ms. Rosalva Bullock – Vice Chair
Mr. Noe Mayotte – D3
Mr. Steve Huffman – County Administrator
Mr. Victor Soltero – D2

COMMUNITY DEVELOPMENT AND NEIGHBORHOOD CONSERVATION STAFF PRESENT:

Ana Basurto – OA Program Coordinator
Jennifer Felix – Program Coordinator
Daniel Tylutki – CDNC Senior Program Manager
Margaret Kish - Director

CALL TO ORDER by Chair Jeannine Mortimer at 9:08 am

1. ROLL CALL

Quorum Present

2. PLEDGE OF ALLEGIANCE

3. CALL TO AUDIENCE

Southwest Adaptive Sports

4. REVIEW & APPROVAL OF JANUARY 25, 2018 MEETING MINUTES

Ms. Mortimer asked for a motion to approve the January 25, 2018 minutes as presented.
Ms. Davis moved to approve the minutes. Mr. Mayotte seconded the motion.
Motion passed unanimously.

5. REVIEW OF CURRENT FUNDED PROGRAMS

Ms. Crowdes of Pima County Finance/Grants Management explained the invoice process and status of invoice payments. She noted the importance of proper and complete supporting documentation and how this can impede the process. The total OA budget is \$3.3M and almost half of this has been paid out to agencies. A technical assistance meeting will be held on March 13 to assist underperforming agencies. Ms. Kish thanked Ms. Crowdes and her team for their great work and continued support.

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

6. OVERVIEW OF RFP PROCESS

Ms. Kish provided a history of the request for funding process and the status of applications. Three applicants were denied due to the agencies not meeting basic compliance. Several programs were moved to new service categories and the funding moved to that category with the agency. Staff will review agency status prior to the Committee considering final recommendations to ensure all required documentation is current. Staff will conduct a final review prior to contract execution.

7. SPECIAL REQUEST FOR APPLICATION CONSIDERATION

The County Administrator submitted a special request to the OA Committee to allow the Southern Arizona Adaptive Sports to submit an application for the FY 2018-19 outside of the regular application cycle. The committee reviewed and discussed the late application. The County Administration did not provide additional funding for agency. Ms. Kish noted if late application accepted, this would be an exemption to the rule and Committee will need to develop a process for late applications.

Ms. Mortimer asked for a motion to approve consideration for the late OA Application from Southern Arizona Adaptive Sports as recommended by County Administrator. Mr. Huffman moved to approve the motion. Mr. Soltero seconded the motion. Motion passed unanimously.

8. AGENCY PRESENTATIONS – COMMUNITY SERVICES CATEGORY

Ms. DeVito introduced 12 applications for the Community Service Category. Ms. DeVito provided a summary of each application and agency representative provided a brief presentation. The Committee members addressed each agency:

AGENCY	PROGRAM
Catholic Community Services of Southern AZ, Inc. dba Community Outreach Program for the Deaf	Supporting Deaf and Deaf Blind and Hard of Hearing persons
Habitat for Humanity Tucson	Shelter Technical Assistance and Maintenance Support
Jewish Family & Children's Services of Southern Arizona	HoME
Our Family Services, Inc.	Center for Community Dialogue
RISE, LLC.	RISE Recycling
Southern Arizona Legal Aid, Inc.	Homeowner and Tenant Protection Program
Southwest Fair Housing Council	Don't Borrow Trouble
Southern Arizona Association for the Visually Impaired (SAAVI)	Health and Wellness Program for Blind Seniors
St. Elizabeth's Health Center	Patient Centered Medical Home for the Uninsured
Desert Survivors Inc.	River Park Loop Maintenance
DIRECT Center for Independence	Counseling Directions
Greater Green Valley Community Fund	Regional Non-Profit Hub & Training Center

The Committee requested additional information/clarification from several agencies. Agency representatives were instructed to respond within 48 hours from the meeting

to Ms. Basurto, OA Program Coordinator. Additional requested from the following agencies:

- a. Jewish Family & Children's Services – HoME Program, budget clarification and raising other source of funds for program.
- b. RISE, explanation for increase of funding request for staff person.
- c. St. Elizabeth Health Center, budget clarification.
- d. Desert Survivors regarding past funding for the program

9. NEXT MEETING AGENDA AND DATE

The meeting March 19, 2018 at 9:00 a.m. at the Pima County Public Housing Center.

10. ADJOURN

Ms. Mortimer requested a motion to adjourn the meeting.

Ms. Davis moved to adjourn the meeting. Mr. Huffman seconded the motion.

Motion passed unanimously.

Meeting adjourned at 12:28 p.m.