



**PIMA COUNTY OUTSIDE AGENCY COMMUNITY ADVISORY
COMMITTEE**

Friday, March 21, 2014 8:30 am

Pima County Housing Center

801 W. Congress Street

Tucson Arizona 85701

Minutes

COMMITTEE MEMBERS

Present: Ms. Jeannine Mortimer – District 4 Appointee
Ms. Mary Soltero – District 2 Appointee
Ms. Rosalva Bullock – District 5 Appointee
Ms. Hope Green – District 3 Appointee
Ms. Onita Davis – District 1 Appointee

Not Present: Ms. Steve Huffman – County Administrator Appointee

COMMUNITY DEVELOPMENT AND NEIGHBORHOOD CONSERVATION STAFF

Lori Aldecoa –Program Coordinator

Margaret Kish –Director

Pat DeVito-CDNC Consultant

Rachel Rivera - Intern

CALL TO ORDER by Chair Jeanine Mortimer at 8:30 am

ROLL CALL

Quorum Present

PLEDGE OF ALLEGIANCE

REVIEW AND APPROVAL OF OCTOBER 31, 2013 MINUTES

Ms. Mortimer noted a clerical mistake made for fiscal year end report. Ms. Soltero pointed out a mistake in the spelling of her last name.

Ms. Mortimer motioned to approve minutes with corrections.

Ms. Bullock moved to approve the minutes.

Ms. Green Seconded.

All in Favor.

Motion Passed Unanimously

ORIENTATION AND PROCEDURAL OVERVIEW

Ms. Kish discussed the Open Meetings Laws. Ms. Kish requested that if an issue is not on the agenda contact Ms. Aldecoa 48 hours prior to the meeting so it can be added to the agenda for that meeting. Ms. Kish pointed out that if a member is not present for the presentation then that

Pima County Community Development and Neighborhood Conservation

Kino Service Center

2797 East Ajo Way, 3rd floor, Tucson, Arizona 85713 • Phone: 520-243-6777 • Fax: 520-243-6796

member would not make recommendations for those agencies that presented.

Ms. Davis motioned that if a member is unavailable to participate in a hearing of or a category then they would not vote on the initial recommendation but would participate in the final recommendations.

Ms. Bullock Seconded.

All in Favor

Motion passed unanimously

CURRENTLY FUNDED FY 2013-2014

Ms. Aldecoa presented the compliance spreadsheet to the committee which outlined the agency to show the current funding the applicant is receiving, as well as how much they are requesting. The spreadsheet outlined if the applicants is in compliance with their quarterly reports, and if they are in good standing.

OVERVIEW OF 2014-15 OA APPLICATIONS

Ms. Aldecoa discussed the issue about being in good standing with Arizona Corporation Commission and requested if the committee would like to see that as an item in the application process. Ms. Mortimer pointed out that if an agency is not in good standing it is because they failed to submit an annual report.

Ms. Bullock moved to establish a policy that states if an applicant is not in good standing with the Arizona Corporation Commission at the final recommendation, that they would not receiving funding.

Ms. Green Seconded.

All in Favor.

Motion passed unanimously

END OF FISCAL YEAR 2013-2014 REPORT

Ms. Aldecoa acknowledged a discussion held previously about employment and training proposals that if those application came in they would be referred back to Community Services Employment and Training Department. Ms. Mortimer proposed that the committee listen to the applicants because they are new applicants and take them into consideration but stated to let the agencies know where other funding sources are.

Ms. Aldecoa then discussed late proposals and requested if the committee would create a policy in regards to late proposals. Ms. Kish proposed that if an applicant is late, there be an appeal procedure to the Director, and then the Director will decide whether or not to bring that appeal to the committee.

% OF DISTRIBUTION OF FUNDS BY SERVICE CATEGORY

Ms. Mortimer suggested that the committee use the information on the distribution of funds as a guideline and would not have to make a decision on what percentage be allocated to a certain category at that time.

OA ALLOCATION PROCESS

Ms. Kish discussed that on the last meeting on May 1st, there will be time for final recommendations. Pat Devito introduced the agencies with a quick overview in three minutes and the agencies had two minutes to present. The 14 applications reviewed by the committee were Emergency Food, Clothing and Shelter.

REVIEW APPLICANTS BY CATEGORY

The following agency/program/representative provided presentation for the Emergency Food, Clothing and Shelter Category (Currently Funded):

- Community Food Bank- “Caridad Community Kitchen”- Michael McDonald
- Community Food Bank- “Emergency Food Assistance”- Michael McDonald
- Community Food Bank- “Rural Branch Banks Food Assistance Program”- Michael McDonald
- Southern Arizona Aids Foundation (SAAF)- “Food, Nutrition and Basic Needs Services for Low-income People with HIV/AIDS”- Wendell Hicks
- IMPACT of Southern Arizona (aka Catalina Food Bank)- “Food Banks in Vail and Catalina Communities”- Barbara McClure
- IMPACT of Southern Arizona (aka Catalina Food Bank)- “Clothing Bank-Loving Threads”- Barbara McClure
- Catholic Community Services of Southern Arizona, Inc. dba Robles Ranch- “My Friend’s Closet Resale”- Sandy Pedersen
- TMM Family Services, Inc.- “Community Closet”- Brooke Nowak
- YWCA Tucson- “Your Sister’s Closet”- Kelli Fryer
- Catholic Community Services of Southern Arizona, Inc. dba Pio Decimo- “Emergency Food and Clothing”- Jesus Moro, Sister Betty Adams, Sonia Lopez
- Arivaca Coordinating Council/Human Resource Group, Inc.- “Emergency Food and Clothing”- Diana Dougherty

The following agency/program/representative provided presentation for the Emergency Food, Clothing and Shelter Category (New Requests):

- Diaper Bank of Southern Arizona- “Diapers for Infants, Disabled Seniors- Lindsey Jones
- The Good Shepherd- “Sahuarita Food Bank Cold Box/ Efficiency Support- Tony Bruno
- Picture Rocks Community Closet, Inc. (PRCCI)- “Food Line”- Jason Brown

CALL TO PUBLIC

None

NEXT MEETING

April 3, 2014

ADJOURN

Ms. Soltero moved to adjourn.

Ms Davis seconded.

Meeting was adjourned at 12:35 pm

Minutes submitted by Rachel Rivera Intern