



PIMA COUNTY
COMMUNITY DEVELOPMENT

PIMA COUNTY OUTSIDE AGENCY ADVISORY COMMITTEE
January 27, 2020 - 9:00 A.M.
Pima County Housing Center
801 W. Congress
Tucson, Arizona 85745

MINUTES

COMMITTEE MEMBERS:

Present: Ms. Jeannine Mortimer D4 – Chair
Ms. Rosalva Bullock – Vice Chair
Mr. Victor Soltero – D2
Mr. Steve Huffman – County Administrator

Absent: Ms. Rosalva Bullock – Vice Chair
Ms. Onita Davis – D1
Mr. Noe Mayotte – D3

COMMUNITY DEVELOPMENT AND NEIGHBORHOOD CONSERVATION STAFF PRESENT:

Daniel Tylutki, Interim Director
Ana Basurto, OA Program Coordinator
Jennifer Felix, Program Coordinator
Michael Seamans, Accounting Support Specialist Senior
Yvonne Mergenthal, Administrative Specialist

CALL TO ORDER by Chair Jeannine Mortimer at 9:03 AM

1. ROLL CALL - Quorum Present

2. PLEDGE OF ALLEGIANCE

3. CALL TO AUDIENCE - None

4. ANNUAL ELECTION OF CHAIRPERSON AND VICE-CHAIRPERSON

Ms. Mortimer opened up for nominations for Chairperson.

Mr. Soltero nominated Ms. Rosalva Bullock. Rosalva Bullock nodded in acceptance due to not being able to speak. Ms. Mortimer asked for a motion for position of chairperson. Motion passed unanimously.

Ms. Mortimer opened up for nominations for Vice-Chairperson.

Mr. Soltero nominated Ms. Mortimer

Motion passed unanimously.

5. REVIEW & APPROVAL OF OCTOBER 23, 2019 MEETING MINUTES

Ms. Mortimer asked for a motion to approve the October 23, 2019 minutes as presented.

Mr. Soltero moved to approve the minutes.

Mr. Steve Huffman seconded the motion. Motion passed unanimously.

6. ATTRACTION AND TOURISM UPDATE

Ms. Mortimer asked for Jennifer Felix to provide an overview of the spreadsheet which was provided from Tours and attraction due to the absence of Diane Frisch. Ms. Felix presented that out of the nine contracts they have 62% have been spent. There were two events which have fully expended; Tucson Meet Yourself and El Tour de Tucson. All are on track to meet the expenses except for one which is due at the end of June 2020. Ms. Mortimer confirmed that is was Desert Alliance and that there are still five-six months to spend, who have spent 9% of their award. Ms. Mortimer requested for an update from the agency at the next meeting. Ms. Basurto indicated that A&T staff were unavailable due to the Visitor Center opening, and they will provide another update.

7. OA AGENCY FINANCIAL AND PERFORMANCE REPORT

Ms. Basurto presented and discussed the OA Performance Report. She reported there are 65 programs and 91 in total with General Services. Current OA Award of 2.4 million excluding GS and 53% expended. Staff has provided TA to agencies that aren't expending their award. Two programs have expended 100% of funds awarded, six programs at 40% expended or lower. Four of the six are pending December invoices. Invoices are due at the end of the following month. The two programs which are a concern will be monitored and a site visit will be conducted. Ms. Mortimer confirmed that the two programs which were concerning are St. Elizabeth and Southwest Fair Housing. Ms. Basurto reported St. Elizabeth has an interim provider and they are working to modify the budget to reflect the personnel changes. Staff are still awaiting justification from Southwest Fair Housing.

8. OA GRANT APPLICATIONS

Ms. Mortimer asked Ms. Basurto to provide an overview. Ms. Basurto stated that 111 applications were received, and 25 of those are new applicants. The total funding requested is \$5.3 million. Currently, the total OA budget is \$3.9 million, and the Committee oversees \$2.4 million. The meeting scheduled for April 13, 2020 is for funding recommendations to go to the Board of Supervisors in May for the upcoming fiscal year.

9. PIMA COUNTY BUDGET UPDATE

Ms. Mortimer asked Mr. Tylutki to review the Pima County budget. Mr. Tylutki stated that the OA budget will be level, and notified the Committee that the department is merging with Community Services and Employment and Training. The new department will be called Community and Workforce Development as of July 1, 2020. There will be seven divisions and OA will be its own stand alone.

10. NEXT MEETING ESTABLISH SPRING SCHEDULE

Ms. Mortimer requested a motion to adjourn the meeting.

Mr. Soltero moved to adjourn the meeting.

Mr. Huffman seconded the motion. Motion passed unanimously.

Meeting adjourned at 9:25 A.M.