Pima County Community Action Advisory Board

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Pima County Community Action Agency Board (CAAB) and to the general public that the Pima County CAAB will hold a regular meeting open to the public on

**Monday, May 23rd, 2022, 5:30 p.m.**
Pima County Housing Center, Meeting Room 102, 801 W. Congress St, Tucson, AZ 85745
Microsoft Teams Link: https://teams.microsoft.com/dl/launcher/launcher.html?url=%2F%2F%2F%2F%2Fmeeting-%2F%2Fjoin%2F19%3Ameeting_MTkxZjc2OTYtZjQxMi00YTFlWE2Y2YzGE1NmJhNTYyNmM2%40thread.v2%2F0%3Fcontext%3D%257b%2522Tid%2522%253a%2522a91d2e3bb6e2c3-0b1a-4879-b741-47461a6c1a89%2522%252c%2522Oid%2522%253a%2522b741-47461a6c1a89%2522%257d%26anon%3Dtrue&type=meetup-join&deeplinkId=dcb56428-f82d-4939-b186-483b812fb141&directDl=true&msLaunch=true&enableMobilePage=false&suppressPrompt=true

**Minutes**

**Members Present**
John Vasquez Bedoy, Vice-Chair
Ariane Davaul
Judith Keagy
Norma Peterson
Maria Suarez
Vincente Fuentes
Maria Sherfield

**Members Absent**
Willie Blake, Chair
Ana Maria Medina

**Vacancies**
Elected Low-Income Four (3)
Private Sector three (2)

**Pima County Staff Present**
Manira Cervantes, Community Svcs Division Manager
Erina Delic, Program Manager
Patricia Fierros, Program Coordinator
Esther Cortez, Program Coordinator

I. **Call to Order:** By Chair Willie Blake at 5:44 pm

II. **Roll Call:** Quorum Present

III. **The Pledge of Allegiance:** All

IV. **Action Item:** To Approve April 25, 2022 CAAB Meeting Minutes
John motioned to approve the April 25, 2021 minutes. Norma moves to approve, Judith seconds. All were in favor.

V. **Continued Board Vacancies**
Erina provides updated numbers on current vacancies. Low-Income has 3 vacancies, Private Sector has 2 vacancies and District 4 needs to reappoint.
VI. PCCAA Mission Statement

Esther displayed proposed ideas made by Judith. Board discussed importance on including “improving community” in the mission statement. After discussing the top three of the proposed ideas board agreed on statement, “Changing lives by helping people improve their communities through advocacy.” John motioned to approve. Judith moves to approve, Ariane seconds. All were in favor.

VII. CAA Report: Pima County Staff

Erina confirms due dates for CSBG reports. Organizational Standards are due 7/31/22 and Annual Report is due 8/30/22. Erina inquires with board if they received CAAB members’ survey and if they had a chance to respond. Judith confirms she received but has had trouble getting in due to the survey format. Judith also states she does fit within the available options of whom she represents. Erina stated survey can be adjusted and for Judith to contact staff for assistance if needed. Staff will send out adjusted survey to board. Erina shares spending report for 11 contracted agencies/13 programs. Arivaca is 91% with anticipation they will spend 100%. CHPRA is 56% due delay in contract but is also anticipated to spend 100%. Community Food Bank Amado is at 78%, they also anticipate spending 100%. Community Food Bank Ajo also anticipates to spend full amount. El Rio is missing invoices from March through May but are currently at 84%. Greater Littleton is at 99%. Green Valley Assistance has two programs, MapAPlan is at 84% for vouchers and 87% admin however, E-Map is at 82% admin and 37% voucher. Erina states Manira sent email to Green Valley Assistance questioning if spending would increase and if they will spend on time. Interfaith Community Services are at 16% admin and 18% vouchers. John expressed concern and states money should be re-allocated to agencies who have been successful in spending. Erina states emails have been sent to Interfaith Community Services about these concerns. Esther states response was received from Interfaith confirming they can increase spending dramatically in the next 30 days if they can pay full rents of $800 to $1000 per person. This will allow them to serve 30 individuals instead of the 80 in the contract. They do not feel they can meet the contracted individuals served. Communication is currently in process with Interfaith and Manira. Erina continues with financial report. International Sonoran Desert Alliance has two programs and both are well. Southern Arizona AIDS Foundation is at 54% admin and 44% vouchers. Sahuarita Food Bank is on track to spend at 76%.

John motions to request a spending plan from Southern Arizona AIDS Foundation and Interfaith Community Services by June 3rd on how they will spend money. Also, a layout on how money can be re-allocated to other agencies that could use it, especially agencies feeding the poor. Judy adds modification to motion that agency clearly understands money will be recouped. Agency needs to provide a definitive plan with an estimate of the money that will be available to reallocate. Judy also wants communication to include a sentence informing agency that failure to expend the money or to respond will have an impact on their ability to continue to receive money through RFP. John motions to request definitive spending plan from SAAF and ICS, with clear understand money can be recouped. Also with clear understanding, failure to expend the money or to respond will have an impact on their ability to continue to receive money through RFP. Deadline for ICS and SAAF to provide plan is June 3rd. Judy seconds. All were in favor.

Erina presents Eviction Rental Assistance Program (ERAP) report. ERAP 1 totaling $15,188,622 is fully spent. ERAP 2 is currently being utilized as well as ERAP 1.1. Pima County is currently awaiting ERAP 1.2. Grand total of Covid-19 funds come out to $49,023,226 with $33,568,363 obligated, which assisted 11,757 households. Spending is on track.
Erina confirms state will take over Liheap funding starting new state fiscal year, October 1st. Pima County still has money to spend and are currently working with state on how transition will happen. State wants clients to use DES portal to apply but there are still questions on what remaining processes will be. State also stated they would provide enough funds to keep people employed. Statewide, DES is removing Liheap from Community Action Agencies. There are still many unanswered questions. Erina hopes to have more information within the next week or so. John would like Manira to talk to Dan Sullivan about all concerns and find out what Board of Supervisors are doing. He also inquired on what board can do on their end to help.

VIII. Call to the Audience: Vice-Chair
none

IX. Adjourn
John motions to adjourn; Norma moves; Maria Suarez seconds. Meeting adjourned at 7:09

Next Meeting: June 22, 2022, 5:30 p.m., 801 W. Congress St. Tucson, AZ 85745