



## **OUTSIDE AGENCY (OA) COMMITTEE MEETING FOR FUNDING**

**MARCH 10, 2022 AT 1:00PM**

Held via ZOOM Video Conference

ONLINE Web link - <https://us02web.zoom.us/j/81415842187?pwd=RytaQnBLcjJtUW5lMm8wdjY0YUwwZz09>

Meeting ID: 814 1584 2187    Passcode: bWd1bZ

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### **MINUTES**

#### **COMMITTEE MEMBERS:**

Present: Ms. Rosalva Bullock, Chair (D5)  
Ms. Onita Davis (D1)  
Ms. Jeanine Mortimer (D4)  
Mr. Steve Huffman, Vice-Chair (County Administrator)  
Ms. Trish Hastings – Sargent (D3)  
Mr. Victor Soltero (D2)

#### **COMMUNITY & WORKFORCE DEVELOPMENT (CWD) DEPARTMENT STAFF PRESENT:**

Manira Cervantes – Division Manager  
Esther Cortez – Program Coordinator  
Patricia Fierros - Program Coordinator  
Melanie Puig – Accounting Support Specialist Senior

1. **CALL TO ORDER** – by Chair, Rosalva Bullock at 1:00 pm
2. **ROLL CALL** – Quorum Present
3. **PLEDGE OF ALLEGIANCE** – All
4. **CALL TO AUDIENCE** – None
5. **ACTION:** Review of 03/03/22 Meeting Minutes. Committee agreed to approve minutes with the following change: Jeannine moved, Trish second the motion to adjourn 3/03/2022 meeting. Victor motioned to approve this change, Jeannine second the motion. All in favor.

6. **REVIEW REQUESTED INFORMATION FROM COMMUNITY SERVICES AGENCIES** – Rosalva reminded that it is the responsibility of the agencies to get the follow-up information within a week. Manira confirmed no response to date. She asked if the committee wanted staff to reach out. Follow-Ups were: Our Family Services to provide specifics regarding three deliverables. And Jewish Family & Children’s Services to elaborate on their outcomes. Victor agreed that staff should follow-up and Trish agreed as well with at least one follow-up and an understanding of the committee’s expectation from the agencies. Onita and Rosalva also agree that this follow suit with one follow-up call moving forward.
7. **REVIEW & DISCUSS INITIAL FUNDING RECOMMENDATIONS FOR COMMUNITY SERVICES** – Due to logistics and technical issues this could not be provided. It will be shared at the next meeting.

8. **EMERGENCY FOOD AND CLOTHING PRESENTATIONS**

***1:12 Arivaca Coordinating Council***

***Program: AHR Food and Clothing***

***Representative: Rick Vogel***

***Current Request: \$60,000***

Rick Vogel is the president of the Board of Directors for Arivaca Human Resources, they think of their organization as the little engine that could. The demand for their services keeps increasing. They have been delivering more food and clothing. People tell them that the meals they provide may be the only meal they have for that day. They do all this with one full time paid person and two, part time paid staff. The dollars they are requesting for wages are critical. The agency cannot keep paying staff salary that is just above minimum wage. There is a high turnover and it is hard to find qualified applicants in their small community. Area food banks have been an integral partner in supplying food; however, recently the food supply has decreased leaving them with no alternative but to provide the food themselves. The agency spent their entire food budget in the first part of the year. The community relies heavily on their services.

***1:22 Catholic Community Services, d.b.a. Pio Decimo Center***

***Program: Emergency Food and Clothing***

***Representative: None.***

***Current Request: \$46,957***

Rosalva brought up brief clarifications regarding outputs and outcomes. She also noted an application statement regarding unlimited accessibility however the agency has limited availability.



***1:25 Community Food Bank, Inc.***

***Program: Branch Resource Centers***

***Representative: Laura Kerr and Chris Mazaara***

***Current Request: \$75,000***

CFB resource centers are located in areas where people are seeking assistance. The resource centers don't provide immediate food assistance but also provide additional referrals such as: rental assistance, utility assistance, legal organization resources. SNAP applications are made to help augment people's monthly food budgets. They provide an option for clients to say yes or no to food items. They also are working on integrating community voices on how they serve.

***1:36 Community Food Bank, Inc.***

***Program: Caridad Community Kitchen***

***Current Request: \$30,000***

***Representative: Laura Kerr and Danielle***

The Caridad Community Kitchen operates 3 programs: the community meals program which offers prepared meals, the culinary job training program, and the Seniors meals program. They had to suspend their congregate meals and move to a grab and go during COVID. Caridad expanded serving the community from two days/week to five days/week to provide services and offer more personal care items. The agency and partners serve about 10,500 meals per month. The training program was out on a hiatus during the last two years due to COVID however they just started their classes again.

***1:47 Community Food Bank, Inc.***

***Program: Child Nutrition Programs***

***Current Request: \$30,000***

***Representative: Laura Kerr and Linda***

Children are one of the most vulnerable populations. The program goal is to close the meal gap for children and families in Southern Arizona. Pima County Public Libraries offer meals and snacks in prepacked kits and shelf stable milk. Their Youth Summer Program serves at 15 locations that do not participate in the federal summer food service program. Kids receive a healthy breakfast M-F, and on Fridays they receive a family breakfast pack. Their Pantry program is currently serving 35 sites including school district family resource centers, community centers, and schools. Some of these are mobile school markets. Alongside this program, CFB offers nutrition education, resources, and advocacy opportunities. With plans to discontinue the backpack program and due to COVID, they gave the program to school pantries and partner agencies. The partners were able to operate a low touch or drive through distribution.



**1:53 Community Food Bank, Inc.**

**Program: Emergency Food Assistance**

**Current Request: \$350,000**

**Representative: Laura Kerr and Veronica**

The Emergency Food Assistance program supports an average of 200,000 food insecure individuals in Southern Arizona with a majority living in Pima County. They partner with 31 agencies that distribute their commodity senior food program and 19 of those agencies are in Pima County. They also partner with non-commodity agencies who provide delivery of emergency foods, fresh produce, capacity building and training. In the last year COVID challenged them with unexpected closures of departments and entire pantries however they managed to serve the community over 86 million pounds of pantry staples despite of all these challenges. Over the next 5 years CFB plans to work with communities and vulnerable areas by creating ways to provide more food choices and sharing more resources.

**2:03 Diaper Bank of Southern Arizona**

**Program: Diapers for Infants, Children, Disabled, and Seniors**

**Current Request: \$32,794**

**Representative: Leslie Pike**

The diaper bank distributes through 39 partner agencies, 35 of which are in Pima County. This past year, with Pima County OA granting, the agency was able to expand services further into Southern Arizona. They added partnerships in Green Valley, Sahuarita, and Ajo – these expansions account for an additional 35,000 diapers, supplies, and menstrual products going into these areas. They were also able to increase the supplies going to agencies. These are essential supplies to the community, who are in desperate circumstances in need of them. COVID revealed that they have unserved or underserved areas in Southern Arizona and they are working very hard to reach those areas. They secured funding from Tohono O’Odham Nation to get a trailer to take products out to the community. This funding will help the agency continue expanding their capacity and provide supplies.

**2:13 Friends of Robles Ranch**

**Program: Robles Ranch Community Food Bank & My Friends Closet**

**Representative: Pat King**

**Current Request: \$107,789**

**\*D3 Committee Member recused herself from recommendations and questions for this agency due to conflict of interest.**

The food bank goes all the way to Arivaca and people as far east as Camino Verde go to the agency for needs. The agency does not have bus service for client assistance. The Food Bank and My Friends

Closets are very important and the trained staff are critical for them to organize both. The site manager gives clothing to children in need at the school. The site manager also partnered with the high school in Sells by providing prom dresses and suits. The Vice Principal was in tears because the teens in the Sells area were able to participate in a prom. Vouchers are located at local clinics, churches and fire departments; however, many people do not wish to sign vouchers. Services are provided even without the voucher.

Rosalva requested that the record show Robles Ranch did not come through the OA committee for their current funding. This is the first time they have come before the committee. They received a direct allocation funded under the general services category. Robles Ranch are on track to fully expend funding and technical assistance has been provided by staff.

**BREAK – 10 Minutes**

***2:35 IMPACT of Southern Arizona***

***Program: IMPACT Food Bank***

***Representative: Barbara McClure***

***Current Request: \$36,000***

One of the exciting things is, they're about to go back to walk in food service. They have expanded the food bank into a new space that offers clients the option to pick their food off shelves as well as receive a food box. It is not only about the amount of food and quality but also about the dignity and respect they show clients. They have a goal to build a grocery style food bank on their campus. Last year they gave out over \$1.5 million worth of food. One of the things they're doing is a NIMS Program – they gave the Coronado School membership cards and the counselors passed them out to families in need.

***2:52 IMPACT of Southern Arizona***

***Program: IMPACT Clothing Bank***

***Representative: Barbara McClure***

***Current Request: \$36,000***

One of the exciting things about the clothing bank is, that they are expanding and adding about 1,300 sq. ft. The agency was able to make a big impact on helping families affected by wildfires and domestic violence. A homeless mother who found a place to live, went in and they helped her with a stove, kitchen equipment, they also helped fill the family's closets with clothing and provided school supplies for her children. The agency also provides books for children to build a home library. IMPACT also has a new jobs program where they put people through Pima Community College and they also provide them with clothing for interviews and their first week of work.

**3:00 Sahuarita Food Bank**

**Program: Emergency Food for Sahuarita and Unincorporated Pima County**

**Representative: None.**

**Current Request: \$45,000**

Victor wanted clarification regarding agencies who are not present for their presentation(s). Rosalva confirmed that the agency only gets one opportunity to present unless there are excruciating circumstances and they let Manira know. Manira confirmed that adequate notice was given and that the committee can continue to make a recommendation but that is without a presentation and an opportunity for clarification/questions.

**3:03 Southern Arizona AIDS Foundation**

**Program: Food for Life**

**Representative:**

**Current Request: \$100,000**

SAAF has been running this program for a very long time and it ensures that people with compromised immune systems, living with HIV/AIDS, have the needed proper nutrition. Food is basic human right. The program is critical to their clients because with the advancements of treatment, you can live a healthy and long life. But, some treatments require complicated food regiments and some medications require a client to take them with certain foods at certain times of the day. The program is comprehensive in ensuring that the clients have the resources to eat properly but also have the opportunity to have specific meals that are going to benefit them. During COVID, everyone has adapted on how they operate. They started doing a drive thru program and it has actually been so successful that they plan on continuing it, because it's more efficient and quicker. This Spring/Summer SAAF is going to do an assessment on how to provide more culturally specific meals and food for their clients as they have an increased refugee population which will connect them back to their culture.

**3:11 TMM Family Services, Inc.**

**Program: Community Closet**

**Representative: Alma**

**Current Request: \$30,000**

TMM sells vouchers to agencies at \$75 for 100 vouchers, which covers five items per voucher. Agencies give them to their clients; however, due to COVID there has been reduced interactions with the agencies. There has also been a decrease in donations and a struggle to keep staff employed. The agency has built a partnership with the Hope Sober Lifestyle Program which is supported by volunteers. Volunteers sort clothes, clean them, and put them up for sale. New quality items are donated and hygiene kits are provided to clients. An agency brings volunteers and they are trained in



customer service and general business practices. This has resulted in an increase of 250 more volunteer hours. It has also trained eight employees.

***3:20 Sunnyside Unified School District Foundation***

***Program: For the Barrio, From the Barrio***

***Representative: Georgina Valencia***

***Current Request: \$75,000***

Tucson's Southside is presently and historically one of the underserved areas in the state of Arizona. The south side is one of the most impacted communities due to the COVID-19 pandemic. Emergency relief efforts are crucial and most needed in the community. Their largest program is the food and hygiene distribution program. It is currently being held on a monthly basis at Desert View High School. It helps about 200 households max and has an impact on over 1,000 of their community members. 400 people or households actually show up to these events but they don't have the capacity help all 400. They were able to assist 300 households for Christmas and a little over 200 for Thanksgiving, thanks to their generous corporate sponsors and one the time donations they made. The agency relies heavily on their volunteers and many are from that community. There is a grocery store gift card program that supports families with food insecurities and provides dignity for the families dealing with these hardships. There is also a utility relief program through the district where families apply once a semester and they assist with utilities such as water, electric, internet.

**9. Post Presentation Discussion:**

Manira recapped that all agencies who presented should reach out to OA Team regarding additional information requested by the committee. Some were budget information updates but most were deliverables and outcomes.

The committee discussed recommendations and the additional information required by the agencies, they will hold initial recommendations until updated information is provided by the agencies. The schedule for agency responses was also discussed and the OA Team will refer to general instructions indicating that the agencies have 48 hours to respond after their presentation. Jeannine agreed that this group will be given one week since it was instructed one week during the meeting. Next week it will need to be made clear that the agency has 48 hours or two business days to respond. Rosalva questioned the fairness of this and recommended resuming a one-week schedule like everyone else.

Advance training and guidance was recommended for outcomes and deliverables as well for future agency presentations. Steve voiced concern about agencies not completing deliverables and outcomes



correctly, and recommended that county staff provide assistance to the agencies. Jeannine and Victor agreed that funding recommendations should not be based on application/deliverable discrepancies.

Manira discussed sending an advance notice to agencies regarding deliverables/outcomes to better prepare them on presenting to the committee and this will also provide staff with enough time to review and make sure the application was completed correctly. Clear deliverables and outcomes are required for contract processing.

Initial Recommendations for Community Services and Emergency Food and Clothing will be held until follow up from agencies are received.

**10. NEXT MEETING SCHEDULED** – Consideration for the next meeting to be held at the Pima County Housing Center (El Banco) for committee members was discussed. Depending on availability all agreed that meeting at El Banco or via ZOOM is not an issue.

**11. ADJOURN -**

Ms. Bullock requested motion to adjourn

Mr. Victor Soltero motioned to adjourn

Ms. Onita Davis second motion to adjourn

All in favor

**3:51 PM - MEETING AJOURNED**