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# MEMORANDUM

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Date: July 28, 2016

To: The Honorable Chair and Members  
Pima County Board of Supervisors  
Presiding Judge, Superior Court  
Elected Officials  
Appointing Authorities

From: C.H. Huckelberry  
County Administrator

A handwritten signature in black ink, appearing to read "CHH", is written over the printed name "C.H. Huckelberry".

Re: **Employees Combined Appeal Program (ECAP), 2016-2017**

Planning for this year's ECAP campaign is currently in progress. The campaign will kick off on September 15, 2016 with a training and luncheon for all County employees at Kino Stadium, 2500 E. Ajo Way. Last year, County employees contributed over \$312,000 to charitable agencies in our community. The goal of the ECAP Steering Committee for the 2016-2017 campaign is to exceed that amount. You can help us meet this goal by:

- Supporting ECAP by selecting a solicitor(s) for your department;
- Encouraging your coordinator, solicitor and employees to attend the ECAP kickoff;
- Allowing group presentations to provide ECAP information to your employees.

Please select a solicitor who has the desire to coordinate the ECAP activities for your department and the ability to communicate and motivate staff. In order to fairly distribute ECAP responsibilities, please select at least one solicitor for approximately every 15 employees. It is always a plus to select someone who will enjoy the responsibility, has a positive attitude, and cares about the community. Most importantly, the solicitor should be able to devote adequate time to ensure maximum employee participation.

Being supportive of ECAP and allowing your employees to participate in informational meetings will help us attain the goal set for this year's campaign. Pima County's employees have always been very generous donors. Please do your part by allowing staff to acquire the information they need to make informed decisions regarding the charities to which they may donate.

A list of the Steering Committee members is attached. Your department's representative may be able to assist in identifying a solicitor(s). If your department is not represented, any member may be contacted.

Please submit the name(s) of your department solicitor(s) on the attached form and send to Ms. Barbara Denny, ECAP Chair, 33 N. Stone Avenue, Suite 700, or via email at [Barbara.denny@pima.gov](mailto:Barbara.denny@pima.gov) by Tuesday, August 23, 2016.

Thank you for your support of Pima County's annual ECAP Campaign on behalf of charitable organizations in our community.

CHH/bad  
Attachments



**2016-2017  
PIMA COUNTY ECAP STEERING COMMITTEE**

<u>Name</u>	<u>Department</u>	<u>Phone</u>	<u>Email</u>
Barbara Denny, Chair	Environmental Quality	724-7400	<a href="mailto:Barbara.Denny@pima.gov">Barbara.Denny@pima.gov</a>
Ana Guerrero, Co-Vice Chair	Health	724-8437	<a href="mailto:Ana.Guerrero@pima.gov">Ana.Guerrero@pima.gov</a>
Ray Velez, Co-Vice Chair	Risk Management	724-4489	<a href="mailto:Ray.Velez@pima.gov">Ray.Velez@pima.gov</a>
Margo Chavez-Secretary	Public Defender	724-6902	<a href="mailto:Margo.Chavez@pima.gov">Margo.Chavez@pima.gov</a>
Bonnie Bazata	Community Services, Employment and Training	724-3704	<a href="mailto:Bonnie.Bazata@pima.gov">Bonnie.Bazata@pima.gov</a>
Charlotte Watts	Stadium District	222-1043	<a href="mailto:Charlotte.Watts@pima.gov">Charlotte.Watts@pima.gov</a>
Joanna Dinan	Natural Resources, Parks and Recreation	887-9786	<a href="mailto:Joanna.Dinan@pima.gov">Joanna.Dinan@pima.gov</a>
Johnny Romero	Natural Resources, Parks and Recreation	399-5819	<a href="mailto:Juan.Romero@pima.gov">Juan.Romero@pima.gov</a>
Laura Fairbanks	Regional Flood Control District	724-4608	<a href="mailto:Laura.Fairbanks@pima.gov">Laura.Fairbanks@pima.gov</a>
Sylvia Molina	Health	724-7857	<a href="mailto:Sylvia.Molina@pima.gov">Sylvia.Molina@pima.gov</a>