



MEMORANDUM

Date: July 9, 2015

To: The Honorable Chair and Members
Pima County Board of Supervisors

From: C.H. Huckelberry
County Administrator 

Re: **Employee Combined Appeal Program (ECAP) – 2015/16**

Planning for this year's ECAP campaign is currently in progress. The campaign will kick off on Thursday, September 24, 2015, with a training workshop and luncheon for County solicitors at Ellie Towne Flowing Wells Community Center, 1661 W. Ruthrauff Road. Last year, County employees contributed over \$400,000 to charitable organizations in our community. The goal of the ECAP Steering Committee for the 2015/16 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 solicitor to participate in ECAP activities, including the training workshop; and
- 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 beneficial 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. I encourage you to do your part by allowing staff to acquire the information they need to make informed decisions regarding the charities they may wish to support.

A list of the ECAP 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 Steering Committee member may be contacted.

The Honorable Chair and Members, Pima County Board of Supervisors
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Please submit the name(s) of your department solicitor(s) on the attached form and send the completed form to Barbara Denny, ECAP Chair, 33 N. Stone Avenue, Suite 700, or via email to barbara.denny@pima.gov, by August 7, 2015.

Thank you for your support of Pima County's Employee Combined Appeal Program.

CHH/mjk

Attachments

c: Barbara Denny, Chair, Employee Combined Appeal Program

PIMA COUNTY ECAP STEERING COMMITTEE

2015-2016

Name Department Phone Email

Barbara Denny, Chair	DEQ	724-7400	<u>Barbara.Denny@pima.gov</u>
Audrey Rogers, Co-Vice Chair	Health	724-7914	<u>Audrey.Rogers@pima.gov</u>
Ana Guerrero, Co-Vice Chair	Health	724-8437	<u>Ana.Guerrero@pima.gov</u>
Charlotte Watts	Stadium District	222-1043	<u>Charlotte.Watts@pima.gov</u>
Johnny Romero	NRPR	399-5819	<u>Juan.Romero@pima.gov</u>
Margo Chavez	Public Defender	724-6902	<u>Margo.Chavez@pima.gov</u>
Ray Velez	Health (PACC)	724-5958	<u>Ray.Velez@pima.gov</u>
Sylvia Escobar	Institutional Health	724-7857	<u>Sylvia.Escobar@pima.gov</u>