PIMA COUNTY
EMERGENCY FOOD AND SHELTER PROGRAM LOCAL BOARD
FEMA/EFSP Phase XXXI
Funding Allocation Meeting Minutes
Thursday April 4, 2014 1:00pm – 3:00pm
Pima County Housing Center
801 W. Congress
Tucson Arizona 85745

MINUTES

EMERGENCY FOOD AND SHELTER BOARD MEMBERS

Present
Jill Rich
Jackie Lopez
Laurie Mazerbo
Margaret Higgins
Vikki Marshall
Susanna Rodriguez
Terri-Patt Smith

John Blackburn
Cammie Dirrim
Evelyn Gonzales
Lt. Jeffrey Breazeale
Terry Macdonald
Phillip Pierce
Chava Gal-Or

Not Present
Kennie Coddie
Liz Christiansen
Kim -Our Family
David Round
Anna Stevens-Denae

COMMUNITY DEVELOPMENT AND NEIGHBORHOOD CONSERVATION DEPARTMENT STAFF
Ana Durazo– Pima County Community Development and Neighborhood Conservation (CDNC) Program Coordinator for Special Populations
Daniel Tylutki– Pima County CDNC Program Manager
Pamela Moseley – Pima County Community Development and Neighborhood
Isabel Camarena – Pima County CDNC Administrative Specialist

CALL TO ORDER
Acting Chair Jill Rich called meeting to order at 1:00 pm

ROLL CALL OF BOARD
Quorum satisfied
PLEDGE OF ALLEGIANCE

OPEN REMARKS
Ms. Rich introduced and welcomed the new Program Coordinator, Ana Durazo

ADMINISTRATIVE MATTERS

a. Approval of Meeting Agenda XXXI
   Agenda item was skipped

b. Approval of minutes from Phase XXXI 11/1/13
   Ms. Rich motioned to approve minutes with corrections to add the letter a to board Member’s name
   Lt. Breazeal - moved to approve with corrections
   Mr. Pierce - Seconded
   All in Favor
   Motion passed unanimously

c. Discussion on Phase XXXI Extension Request to the National Board
   Ms. Moseley explained to the board members that the board has the option to request and extension past the spending date of May 31, 2014. She also explained that if the board decided to extend the date, the next funding period could be delayed. The board discussed the spending status for each agency. Ms. Durazo informed the board that ninety percent of agencies had spent the first half of funds. Ms. Rich asked about the agency that had unspent funds, Ms. Durazo stated that Arizona Youth Partnership had unspent funds in the amount of $1,300.00 the board opted; there wasn’t a need for an extension.

FEMA PHASE XXXII PROCESS/REVIEW OF COMMUNITY NEED
The board consensus for community need was for housing, rent, utility and mortgage assistance.

DISCUSS AND REVIEW 2014-2015 FEMA RFP
Ms. Durazo provided the board members a draft version of the request for proposal (RFP) For review and stated that the changes requested at the previous meeting in November 1, 2014 were made to the RFP.

The board agreed to ask applicants for both the program and agency budget on the next proposal and requested to correct grammar on page 3, Section V on number 2 to add parenthesis (), other corrections included question B on page 9. Ms. Durazo informed the board that she would contact those who have unspent funds and will contact the board should there be a sense to reallocate funds.

CALL TO AUDIENCE
No Audience Present
OTHER BUSINESS
None

ADJOURNMENT
Ms. Rich motioned to adjourn the meeting.
Ms. Higgins moved to approve
Ms. Marshall Seconded
All in Favor

Meeting adjourned at 1:32 pm
Minutes submitted by Isabel Camarena