

**PIMA COUNTY  
OUTSIDE AGENCY CITIZEN REVIEW COMMITTEE  
NOVEMBER 18, 2020 - 9:00 A.M.  
MINUTES**

**COMMITTEE MEMBERS:**

Present: Ms. Rosalva Bullock – Chair - D5 (via MS Teams)  
Ms. Jeannine Mortimer – Vice-Chair (via MS Teams)  
Ms. Onita Davis – D1  
Mr. Victor Soltero – D2  
Mr. Steve Huffman – County Administrator

Absent: (vacant) – D3

**COMMUNITY DEVELOPMENT AND NEIGHBORHOOD CONSERVATION STAFF PRESENT:**

Ana Basurto – OA Program Coordinator  
Jennifer Slaiman – Program Coordinator  
Diane Frisch – Attractions and Tourism Director

- 1. CALL TO ORDER** by Chair Rosalva Bullock at 9:04 am
- 2. ROLL CALL** - Quorum Present
- 3. PLEDGE OF ALLEGIANCE**
- 4. CALL TO AUDIENCE** - None
- 5. REVIEW & APPROVAL OF APRIL 27, 2020 AND JULY 8, 2020 MEETING MINUTES**

Ms. Bullock asked for a motion to approve the April 27, 2020 minutes, with the correction to add Diane Frisch to staff present.  
Mr. Soltero moved to approve the minutes with the correction.  
Ms. Mortimer seconded the motion. Motion passed unanimously.

Ms. Bullock asked for a motion to approve the July 8, 2020 minutes as presented.  
Ms. Davis moved to approve the minutes, as written.  
Mr. Soltero seconded the motion. Motion passed unanimously.
- 6. ATTRACTION AND TOURISM – REQUEST FOR FUNDING (RFF) APPLICATION FY2021-2023**

Ms. Frisch reported on the Attraction and Tourism activities and the upcoming RFF process for FY2021-2023. The Committee discussed, asked questions and Ms. Frisch addressed; Committee had no further questions.
- 7. AGENCY GRANT APPLICATION CHANGES APPROVAL FOR PIMA PREVENTION PARTNERSHIP**

Ms. Basurto presented the letter of request from the Pima Prevention Partnership requesting to transfer the Teen Court Program to the YWCA of Southern Arizona, effective October 1, 2020 and the letter from the YWCA of Southern Arizona accepting the Teen Court Program. Ms. Basurto explained the funding award and the services will remain the same and a contract with Pima Prevention Partnership has not been written due to the notice of program being transferred to the YWCA. The YWCA contract would be written with the same funding award amount and scope, and the contract term beginning October 1, 2020 through June 30, 2020; next fiscal year will begin on July 1.

Ms. Bullock asked for a motion to approve the transfer of the Teen Court Program with the same funding award and scope from Pima Prevention Partnership (PPP) to the YWCA of Southern Arizona.

Ms. Davis moved to approve the program transfer to the YWCA.

Mr. Soltero seconded the motion. Motion passed unanimously.

## **8. OVERVIEW OF OA ACTIVITIES AND AGENCY PERFORMANCE**

Ms. Bullock informed the Committee of the retirement of the Community & Workforce Development (CWD) Department Director Arnold Palacios and an Interim Director has been appointed, Nils Urman. Ms. Bullock announced she was selected to participate in the recruitment process of the new director and provided a brief background and status of the recruitment process. She also announced the resignation of District 3 - OA Committee Member, Noe Mayotte effective immediately and noted the member replacement will be directly appointed by Supervisor Bronson's Office; if they do not find a suitable replacement, they will notify staff for recommendations.

Ms. Basurto informed the Committee of Jennifer Slaiman's resignation. The Committee congratulated and thanked Ms. Slaiman for all her hard work.

### **a. Update OA Training**

Ms. Basurto provided an update on the OA Annual Contract and Performance Training given early Fall. She reported due to COVID-19 the training conducted online and via teleconference, there was a great turnout and feedback, agencies requested a copy of PowerPoints presented and has been posted on OA Website.

### **b. Annual Report**

Ms. Basurto presented the OA Annual Impact reported for FY2018/2019 for Committee review and comments; requested feedback on layout, data, new sections, etc to Ms. Basurto at next OA Committee meeting. She reported the Pima County Communications is running a little behind and are working on FY2019/2020; a draft will be provided at the next OA Committee meeting.

c. Funding Report

Ms. Basurto presented the OA Expenditure Report, reported agencies are doing well considering these tough times. She reported 19% current overall OA funding expended and is target 25%. The Committee reviewed and discussed; no further questions from the Committee.

d. Performance Report

Ms. Basurto reported on the agencies' performance status. She stated Quarter 1 reports are showing a lot of COVID impact, agencies stable but will know more next quarter as services for those who are impacted by COVID are barely beginning to resume.

She presented the Quarterly Report questions template provided in ZoomGrants for their review and comments. She requested Committee to review and provide comments and suggestion on items they would like reported for the new grant funding cycle be submitted to staff.

The Committee reviewed and discussed; no further questions from the Committee.

e. COVID Impact Questionnaire

Ms. Basurto presented the COVID Impact Questionnaire to agencies to the Committee. She reported there is a high need for senior delivered meals, PPE, and volunteers. Some agencies have had to suspend and/or make many operational changes to services to be in compliance with Centers for Disease Control (CDC) and Prevention requirements. The Committee reviewed and discussed; requested a short summary-presentation of agencies most impacted at next meeting.

f. RFF Application FY2022-2024

Ms. Basurto presented the OA Grant Application Questions to the Committee. She stated the next grant cycle is coming up Fall 2021 and requested Committee members review and provide comments and suggestion on items, format, etc they would like for the new grant funding cycle. The Committee reviewed and discussed; no further questions from the Committee at this time.

**9. NEXT MEETING SCHEDULED**

The next meeting to be scheduled on February 17, 2021 at 9:00 a.m.

**10. ADJOURN** – Meeting adjourned by Chair, Rosalva Bullock at 9:53 A.M.

Ms. Bullock requested a motion to adjourn the meeting.

Ms. Davis moved to adjourn the meeting.

Mr. Soltero seconded the motion. Motion passed unanimously.