



**PIMA COUNTY COMMUNITY DEVELOPMENT AND
NEIGHBORHOOD CONSERVATION DEPARTMENT**

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PIMA COUNTY OUTSIDE AGENCY COMMUNITY ADVISORY COMMITTEE

Monday, April 30, 2012 8:30 am

**Pima County Housing Center
801 W. Congress Street
Tucson Arizona 85701**

Minutes

COMMITTEE MEMBERS

Present: Mr. Corey Smith, Chair – District 1 Appointee
Ms. Mary Soltero – District 2 Appointee
Ms. Hope Green – District 3 Appointee
Ms. Jeannine Mortimer – District 4 Appointee
Ms. Rosalva Bullock – District 5 Appointee
Mr. Steve Huffman – County Administrator Appointee

COMMUNITY DEVELOPMENT AND NEIGHBORHOOD CONSERVATION STAFF

Margaret Kish – CDNC Director
Jane Kroesen – Program Coordinator
Paula Jansmann – Administrative Specialist Senior

CALL TO ORDER by Chair Corey Smith at 8:35 am

ROLL CALL

Quorum Present

PLEDGE OF ALLEGIANCE

WELCOME

Ms. Kish welcomed everyone to the Housing Center.

REVIEW AND APPROVAL OF APRIL 23, 2012 MINUTES

Mr. Huffman moved to approve the minutes of the April 23, 2012 meeting.

Ms. Soltero seconded.

Motion passed unanimously.

UNSPENT FUNDS FROM FY 2011-12 DISCUSSION AND POSSIBLE ACTION

Ms. Kroesen informed the Committee two agencies awarded funds that have not spent down any funds. One agency complied with written request to submit invoicing. Funds are available from the Tucson Youth Collaborative, Skrappys, in the amount of \$22,000. Funds need to be spent down by June 30th and the Department has a small window to process a contact amendment to the Board of Supervisors.

Mr. Huffman moved to rescind the \$22,000 awarded this fiscal year to Tucson Youth Collaborative Program.

Ms. Bullock seconded.

Motion passed unanimously.

Mr. Huffman moved to allocate, if available, the \$22,000 to the Community Food Bank – general fund.

Ms. Soltero seconded.

Motion passed unanimously.

REVIEW INTIAL FUNDING RECOMMENDATIONS

Ms. Kish indicated that initial funding recommendations were adjusted, pursuant to Committee requests, as follows:

- Agencies requesting level funding were rounded up to level funding if recommendation was less. No adjustment was made for those agencies that requested more, but received less.
- Round award amount off to next \$500 or closest \$1,000 for contractual purposes.

After adjustments, \$3,000 is available for allocation. Staff recommends this amount be awarded to the Arizona Youth Partnership.

Mr. Huffman moved to allocate the remaining \$3,000 to the Arizona Youth Partnership Program, increasing the recommendation from \$34,000 to \$37,000.

Ms. Mortimer seconded.

Motion passed unanimously.

After the Board of Supervisors has acted on the recommendations, and before any contracts are awarded, if there is any new information, the Committee will have the opportunity to review allocations.

CALL TO THE PUBLIC

Matt Yotter, Youth On Their Own, indicated he was there as an observer.

FINAL FUNDING RECOMMENDATIONS

Ms. Mortimer moved to approve the recommendations as listed on the handout, with the one motion passed earlier. Mr. Huffman seconded.

Motion passed unanimously.

Copy of final funding recommendations is attached.

REVIEW CONTRACTING PROCESS

Ms. Kish gave the Committee an overview of the contract process.

DISCUSSION ON RECOMMENDATION PROCESS: AREA FOR IMPROVEMNT

- We continue to fund programs that have always been funded only because we have always funded them
- Improve Outcomes / Outputs information in the application to understand exactly what the program is accomplishing, what change is occurring as a result of the program. Staff will work to consolidate the Outside Agency outcomes and lead programs to improve measurement of change
- Review with agencies who get a disproportionate amount of their funding from this Committee to look at other funding opportunity resources
- Add new agencies at the back of their category in the notebook
- Restrict agency comment period - emphasize Q&A

NEXT MEETING

Next meeting will be held in the Fall, the 1st week of October.

ADJOURN

Mr. Huffman moved to adjourn. Ms. Bullock seconded.

Meeting was adjourned at 9:30 am

Minutes submitted by Paula Jansmann