



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

Kino Service Center
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**PIMA COUNTY OUTSIDE AGENCY COMMUNITY ADVISORY
COMMITTEE**

Monday, March 5, 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. Hope Green – District 3 Appointee
Ms. Jeannine Mortimer – District 4 Appointee
Ms. Rosalva Bullock – District 5 Appointee

COMMUNITY DEVELOPMENT AND NEIGHBORHOOD CONSERVATION STAFF

Margaret Kish – CDNC Director
Jane Kroesen – Program Coordinator
Pat DeVito – Contracts Specialist
Karin Garrison – Administrative Specialist

CALL TO ORDER by Chair Corey Smith at 8:45 am

ROLL CALL

Quorum Present

REVIEW AND APPROVAL OF OCTOBER 5, 2011 MINUTES

Ms. Bullock moved to approve the minutes of the October 5, 2011 meeting, Ms. Mortimer seconded.

Motion passed unanimously

UPDATE 2012-13 BUDGET

Ms. Kish has submitted the same budget for the department for this upcoming fiscal year. City of Tucson will also be providing some funding to those agencies requesting monies from OA; Staff will obtain that information & presented to OA Committee members when available.

REVIEW CURRENT GRANTEES: RISK ASSESSMENT

Ms. Kroesen reviewed the risk assessment spread sheet containing currently funded agencies that have contract compliance issues, agencies that are in the process of mergers, program or agencies that have had CEO or program manager changes, and/or agencies that have not spend down at least 50% of their budget this Fiscal Year.

REVIEW APPLICATION

Ms. Kroesen presented a power point presentation reviewing the FY 2012-13 CDNC Application.

REVIEW APPLICANTS BY SERVICE CATEGORY

Ms. Kroesen explained the applications by service categories.

DISCUSS NEW APPLICANTS TO OA

OA received 22 new applicants; presentations will be made by the new applicants at the conclusion of the service category in which they belong. Ms. Kish cautioned the committee members when funding a new program to review the organization capacity, history of the delivery of services & expansion of services. Ms. Kish also cautioned committee members to consider the amount of funds they are asking for in relationship to the amount other programs are currently being funded.

Mr. Smith made a recommendation to the committee members to review existing programs first by service categories and then the new programs by the same service category; committee members agreed.

DISCUSS REVIEW AND RECOMMENDATION PROCESS

Mr. Smith explained the breakdown process by groups of 10. The day will begin reviewing existing programs, following by the new programs. Ms. Kroesen will be creating the schedule and providing it to the committee members. At the end of each meeting the committee will be asked to provide an initial funding recommendation that will be reviewed at the start of the next meeting. The last day will be set aside for final funding recommendations. First session will begin on March 26, 2012 with Senior Support category.

CALL TO PUBLIC

None

NEXT MEETING

March 26, 2012

ADJOURN

Meeting was adjourned at 10:45 am

Minutes submitted by Karin Garrison