



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

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**PIMA COUNTY
EMERGENCY FOOD AND SHELTER PROGRAM LOCAL BOARD
FEMA/EFSP Phase XXVIII Funding Allocation Meeting
Tuesday, March 3 and Wednesday March 4, 2010 12:00 p.m.
The Dr. Herbert K. Abrams Public Health Center
3950 S. Country Club Road
Rm 1108
Tucson, Arizona**

MINUTES

EMERGENCY FOOD AND SHELTER BOARD MEMBERS

Present Jill Rich
 John Blackburn
 Kim Egita
 Emilio Caiz
 Maj. Peter Clark
 Cammie Dirrim
 Evelyn Gonzales
 Margaret Higgins
 Bill Magnotto
 Vikki Marshall
 Chris McNamara
 Kristi Painter
 Nancy Panico
 Susanna Rodriguez
 Jonathan Rothschild
 Terri Smith
 Pam Wessel

**COMMUNITY DEVELOPMENT AND NEIGHBORHOOD CONSERVATION
DEPARTMENT STAFF**

John Hudson- Pima County Community Development and Neighborhood Conservation
Program Coordinator
Gloria Soto – Pima County Community Development and Neighborhood Conservation
Program Coordinator
Paula Jansmann – Pima County Community Development Administrative Support
Specialist Senior

CALL TO ORDER by FEMA acting Chairman Jill Rich @ 12:05 p.m.

ROLL CALL OF BOARD

All Board Members present. Quorum satisfied.

OPENING REMARKS

NONE

INTRODUCTIONS

Board Members and Guests introduced themselves and named the agency they represented.

BOARD MEMBER ORIENTATION

Ms. Rich explained the process whereby the recommended dollar amounts, as determined by Groups 1 and 2, would be reconciled to come to a conclusion. Visitors were asked to only answer the questions directed to them and not to present their case.

ADMINISTRATIVE MATTERS

a) Approve Minutes for Local Board Semi-Annual Meeting

Ms. Smith moved to approve the minutes for the Local Board Semi-Annual Meeting September 29, 2009.

Ms. Marshall seconded.

Motion passed unanimously.

b) Award \$529,358.00

Chair Rich informed the Board that the County had been awarded \$529,358.00 to be allocated.

c) Administrative Allowance – 2% (or \$10,587)

Ms. Smith moved to approve the administrative allowance of 2% (\$10,587)

Ms. Wessel seconded.

Motion passed unanimously.

d) Daily per diem schedule: \$12.50 per night for Mass Shelter

Ms. Gonzales moved to approve the \$12.50 per night for Mass Shelter.

Ms. Wessel seconded.

Motion passed unanimously.

Ms. Smith moved to elect Ms. Rich as chair. Mr. Magnotto seconded.

Motion passed unanimously.

DESCRIPTION OF FEMA PHASE XXVIII PROCESS

Mr. Hudson informed the Board:

- The FEMA process for Phase XXVIII is much the same as all previous numbered phase processes. The Phase AR process differed in that the pool of agencies was opened up to outlying areas of the County and that requests for emergency, rent, mortgage and utilities assistance had to be made through

Pima County's emergency network as those monies needed to be tracked. It was a one time allowance per person, per year.

- Current not stimulus funding. Received one application requesting funding within the rent, mortgage and rental assistance category and therefore can not be reviewed under the current process.

BREAK INTO SUBCOMMITTEES, DISCUSS PROPOSALS, AND MAKE FUNDING ALLOCATION RECOMMENDATIONS

Chair Rich broke the Board into two groups at 12:20PM to review the requests and asked that one person from each group present to the larger Board.

Chair Rich called the groups together at 1:25PM

CALL TO THE AUDIENCE

None

REQUEST MOTION TO CONTINUE MEETING (THU. 3/4/10) OR MOTION TO ADJOURN

Ms. Marshall moved that the Board reconvene tomorrow, Thursday, March 4, at 12PM.

Mr. Rothschild seconded.

Motion passed unanimously.

THURSDAY, MARCH 4, 2010

CALL TO ORDER

Meeting reconvened by Chair Rich at 12:01PM

ROLL CALL OF BOARD

Quorum satisfied

BREAK INTO SUBCOMMITTEES, DISCUSS PROPOSALS, AND MAKE FUNDING ALLOCATION RECOMMENDATIONS

Mr. Hudson:

- Clarified the administrative allowance from the National Board office that gets included in the award for the Community Action Agency, a County entity. They don't use those monies, goes toward lunches, portion of salary and other administrative type activities for the FEMA program.
- Reiterated that representatives of a particular organization or those directly affiliated with a particular organization can not lobby or advocate from the Board seat for that organization.

Chair Rich indicated that Goupt 2 still had some work to do. Board separated into two groups at 12:06PM. Groups returned at 12:20PM. Chair Rich indicated the allocations from each group were to be put on the board and suggested that if the numbers were the same, they keep them.

ALLOCATION DECISIONS

- a. Subcommittee allocation comparisons were reviewed.
- b. There was discussion regarding the allocation for the Salvation Army as they requested funding in two categories – Mass Shelter and Other Food.

Chair Rich asked for a group vote:

- Those in favor of the \$23,471 total – 7 in favor; 9 abstentions
- Those in favor of \$28,471 total – 4 in favor; 12 abstentions
\$23,471 amount carried for Mass Shelter.
- Those in favor of adding \$2,500 for other food for Salvation Army
10 in favor – carried

Total allocation for Salvation Army \$25,971

- c. The final funding recommendations were reviewed

Chair Rich asked if there were any questions or comments. It was suggested that agencies have representatives attend future meetings that are capable of answering questions and that applications are reviewed for accuracy and completeness.

Mr. Hudson advised the Board that once its deliberations have been made, and amounts finalized for those applying for more than one category, he takes the information and comes up with funding based on a percentage basis. Will inform the Board and agencies of the breakdown, if agency disagrees will then bring information back to the Board.

Mr. Magnotto moved to accept final recommendations.

Ms. Higgins seconded.

Motion passed unanimously.

MOTION TO ADJOURN

Mr. Rothschild moved to adjourn the meeting at 1:15PM

Ms. Gonzales Seconded.

Motion passed unanimously.

Minutes submitted by Paula Jansmann