



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

Kino Service Center  
2797 East Ajo Way  
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**PIMA COUNTY OUTSIDE AGENCY COMMUNITY ADVISORY COMMITTEE**

**Monday, September 24, 2012 9:00 am**

**Kino Service Center**

**2797 E. Ajo Way 3<sup>rd</sup> Floor Rm #323**

**Tucson Arizona 85713**

**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  
Isabel Camarena –Administrative Specialist

**CALL TO ORDER by Chair Corey Smith at 9:00 am**

**ROLL CALL**

**Quorum Present**

**PLEDGE OF ALLEGIANCE**

**WELCOME**

Mr. Smith moved to change the agenda and move item number 7, UCHC first.  
Ms Bullock seconded  
All approved

**Special Request - UCHC**

Ms Kish described United Community Health Center's (UCHC) request for Pima County funds to use as leverage with other funding to purchase a second mobile dental unit. UCHC has received funding from this department in the past which includes CDBG, CDBG-R and Neighborhood Reinvestment. The department is satisfied with UCHC's work using these funds. The application for UCHC's request was provided to the Committee. The dental mobile clinic would provide dental care for low income children in districts, 2, 3 and 4.

Ms Kish reported that all 2012-13 Outside Agency funds have been awarded and no additional funds are available. UCHC request came through the administrator's office after the close of the OA funding process and the committee has been asked to review the proposal and give their recommendation.

Dr. Philips, representing UCHC, explained the need for the grant request from Pima County. She reviewed the service areas and the children to be covered by UCHC, clarified that operation costs would be absorbed by UCHC and that it was a one-time grant request.

Mr. Smith informed Dr. Philips that all Outside Agency funds were allocated; however, the Committee is considering the request and acknowledged the accomplishments of the program through UCHC and the merit of the proposal as a one-time request for equipment.

Mr. Smith moved to recommend to the County Administrator to fund half of UCHC request for an amount of \$76,243.00 to support the purchase of a mobile dental unit.

Seconded: Ms. Jeannine Mortimer

**Motion passed unanimously.**

#### **REVIEW AND APPROVAL OF APRIL 30, 2012 MINUTES**

Ms Bullock moved to approve the minutes of the April 30, 2012 meeting.

Ms. Soltero seconded.

**Motion passed unanimously.**

#### **End of FY 2011-2012 Report**

Outside Agency FY 2011-12 Year in Review Report was distributed. Ms. Kroesen reviewed the report and said that copies will be provided to each of the Supervisors and the County Administrator.

#### **Agency Expenditures for FY 2011-2012**

Ms. Kroesen reported that 98% of the FY 2011-12 Outside Agency awards was expended by the agencies.

#### **Agency Issues, Monitoring schedule**

Ms. Kroesen reviewed the status of the monitoring that has been done and the plans to monitor agencies. All issues that were observed at prior monitoring have been addressed. Ms Kish reviewed the factors that determine priority for programs monitoring. These include: critical staff turnover, agency merger or acquisition, issues concerning finance or program reports, length of time since last monitoring, issues with prior monitoring, large awards - \$100,000 and multiple County agency awards.

Ms. Bullock requested to participate in the agency monitoring. Jane will send her and Ms. Green the schedule sometime in October.

#### **Special requests - Housing Agencies**

Ms. Kish described how the agencies that provide housing services have an opportunities to work together to create a interactive web site. This site can help individuals to conduct a self assessment on the web site and be given names of agencies and contacts as to where to find services in which they may be eligible. These services could include but not limited to serve individuals who may be homeless, seeking low cost housing weatherization or support to purchase a home.

In addition she informed the Committee of the green analysis that conducted at shelters and transitional housing by Corky Poster. These locations had received County funds to improve the facility. There will be a request for funding during the spring Outside Agency Committee meeting to consider providing

facility maintenance training for these locations on a three year descending level resulting in energy cost savings.

**Directions for next year OA Process**

Mr. Smith indicated that Ms. Kish and Ms. Kroesen will discuss issues and reevaluate funding and only one meeting will be necessary unless additional information needed to be evaluated.

**CALL TO THE PUBLIC**

Mr. Smith - None

**NEXT MEETING**

Next meeting will be held at the end of March 2012.

**ADJOURN**

Mr. Smith moved to adjourn

**Ms Soltero seconded**

**Motion passed unanimously**

Meeting was adjourned at 9:58 am

Minutes submitted by Isabel Camarena