



# EXECUTIVE BOARD PACKET

---

**MEMO TO:** EXECUTIVE BOARD  
**FROM:** RANDY HEISS, EXECUTIVE DIRECTOR  
**DATE:** FEBRUARY 12, 2020  
**SUBJECT:** EXECUTIVE BOARD MEETING

---

Please see the details below for the Executive Board meeting date, time, and location.

**Friday, February 21, 2020 at 10 a.m.**  
**[City of Willcox Public Safety Complex](#)**  
**[300 West Rex Allen Drive](#)**  
**Willcox, Arizona**

The meeting will be held in the City Council Chambers located in the [City of Willcox Public Safety Complex](#) (the hyperlinks will open a Google map to the meeting location). The Council Chambers is located at the 300 address and the Police Department is at the 320 address, but they are in the same building. If you are unable to attend, please send an alternate to ensure that we have a quorum at the meeting.

The Executive Board Packet will be sent to members through e-mail (via a link to the packet posted on the SEAGO website) to save postage and copying costs. **We will not be mailing a hard copy of the packet unless you request one.**

If you have any questions, please call me at (520) 432-5301 Extension 202. You can also send an e-mail to [rheiss@seago.org](mailto:rheiss@seago.org).



# EXECUTIVE BOARD AGENDA

10 A.M., FRIDAY, FEBRUARY 21, 2020  
CITY OF WILLCOX PUBLIC SAFETY COMPLEX  
300 WEST REX ALLEN DRIVE  
WILLCOX, ARIZONA

<b>I. CALL TO ORDER/PLEDGE OF ALLEGIANCE / INTRODUCTIONS</b>	Chair Gomez	
<b>II. MEMBER ENTITIES' DISCUSSION</b> (Common Critical Issues)	Chair Gomez	
<b>III. CALL TO THE PUBLIC</b>	Chair Gomez	
<b>IV. PRESENTATION:</b> Independent Auditor's Report and Audited Financial Statements for the year ending June 30, 2019	Jim Usevitch	
<b>V. ACTION ITEMS</b>		<u>Page No.</u>
1. Consent Agenda		
a. Approval of the November 22, 2019 Minutes	Chair Gomez	1
b. Nominations to the Advisory Council on Aging	Laura Villa	6
2. Election of Officers	Randy Heiss	7
3. Discussion and possible action to nominate Daniel Valle to serve as a Cochise County Private Sector Representative on the Executive Board	Randy Heiss	8
4. Discussion and possible action to approve the proposed SEAGO Policy Principles for Calendar Year 2020	Randy Heiss	9
5. Discussion and possible action to approve Resolution No. 2020-01, authorizing an FTA Access and Mobility Partnership Grant	Chris Vertrees	12
<b>VI. INFORMATION ITEMS</b>		
A. Future Meeting Dates	Randy Heiss	15
B. Strategic Plan Implementation Progress Report	Randy Heiss	16
C. Quarterly Finance Report	Dina Curtiss	17
D. AAA Program Updates	Laura Villa	18

E. SEAGO Economic Development District Report	Larry Catten	23
F. Transportation Program Updates	Chris Vertrees	27
<b>VII. RTAC REPORT</b>	Kevin Adam	N/A
<b>VIII. STAFF ANNOUNCEMENTS / CURRENT EVENTS</b>	Chair Gomez	N/A
<b>IX. FUTURE AGENDA ITEMS</b>	Chair Gomez	N/A
<b>X. ADJOURNMENT</b>	Chair Gomez	N/A

**DIRECTION MAY BE GIVEN TO SEAGO STAFF ON ANY ITEM ON THE AGENDA.**

Individuals with disabilities who require special accommodations or who have limited English proficiency and wish to have an interpreter may contact Heather Glenn at (520) 432-5301 extension 207 at least 72 hours before the meeting time to request such accommodations.

Individuals wishing to participate in the meeting telephonically may do so by contacting Heather Glenn at (520) 432-5301 extension 207. Contact must be made at least 48 hours before the meeting in order to obtain the call-in information. Please note that the option to participate telephonically may not be available unless requested as instructed above.

Si necesita acomodaciones especiales o un intérprete para esta conferencia, debe ponerse en contacto con Heather Glenn al número (520) 432-5301, extensión 207, por lo menos setenta y dos (72) horas antes de la conferencia.

**DRAFT MINUTES OF THE  
SEAGO EXECUTIVE BOARD  
NOGALES CITY HALL  
777 N GRAND AVE.  
NOGALES, ARIZONA  
NOVEMBER 22, 2019**

**OFFICERS PRESENT:** Gomez, David – Supervisor, Greenlee County (*Chair*) (Phone)  
Ortega, Richard – Vice Mayor, City of Safford (*1st Vice Chair*)  
Laws, Mike – Mayor, City of Willcox (*2<sup>nd</sup> Vice Chair*) (Phone)  
Garino, Arturo – Mayor, City of Nogales (Treasurer)

**MEMBERS PRESENT:** Barlow, Bill – Mayor Pro-Tem, City of Tombstone  
David, Paul – Supervisor, Graham County (Phone)  
English, Ann – Supervisor, Cochise County  
Grijalva, Jose – City of Douglas (Phone)  
O'Donnell, Patrick – Graham County Private Sector (Phone)  
Richardson, Barbara – Representative, Cochise County Private Sector  
(Phone)  
Smith, David – Mayor, City of Bisbee

**STAFF PRESENT:** Catten, Larry – Economic Development Planner  
Curtiss, Dina – Accounting Manager  
Dennis, Keith – Community Development Program Manager  
Glenn, Heather – Administrative Assistant  
Heiss, Randy – Executive Director  
Villa, Laura – AAA Program Director

**GUESTS:** Adam, Kevin, RTAC  
Garino, Cathy – City of Nogales

**I. CALL TO ORDER/PLEDGE OF ALLEGIANCE/INTRODUCTIONS**

Vice Chair Ortega called the meeting to order at 10:00 a.m. and introductions were made.

**II. MEMBER ENTITIES' DISCUSSION**

**Supervisor Ann English** stated she is glad the USMCA is being addressed today as the Cochise County Board of Supervisors is moving forward with the commercial port in Douglas. It was approved by Federal Government and they are in process of developing a plan for infrastructure and working with them on that. She states that the SEAGO member support has been very important. **Mayor David Smith** would like to see short term rental issues addressed, as they affect Bisbee and elsewhere. He attended a meeting in Phoenix on it. Legislature passed some regulations for short-term rentals throughout the state. Participants must register with the city and have a tax ID. He noted that it is important that these properties get counted in the census otherwise they are classified as vacant. They just passed an ordinance which mirrors the state's law and will be happy to share it. **Vice Mayor Richard Ortega** noted that Veterans Day is overlooked by many cities. Safford had a Field of Honor with 250 8-foot flags posted in front of City Hall via Lions Club and American Legion and the flags were sold to the public. The flags were on display for a week. A Veteran's name tag and dates of service were posted on each purchased flag. **Mayor Arturo Garino** shared that the Boy Scouts wanted to plant 8' tall flags along the honor wall by the fire station and plan to do it every year. Mayor Garino reported the City is looking to annex some adjacent land into Nogales. He hopes to get the process started after the first of the New Year. It's anticipated the annexation will result in no increase in taxes. **Mayor Mike Laws** stated they lost their rural fire department when the man who owned it died. The City is endangering their city and fire service by responding to calls outside the city limits as they don't have equipment and personnel to respond in the city. They are investigating

creation of a fire district. Mayor Smith asked Mayor Laws to contact him as he can share some ideas that might help.

### III. CALL TO THE PUBLIC

No one from the public spoke.

### IV. ACTION ITEMS

1. Consent Agenda
  - a. Approval of the August 16, 2019 Minutes
  - b. Nominations to the Advisory Council on Aging

Vice Chair Ortega called for a motion to approve the Consent Agenda.

**MOTION: Supervisor Ann English**  
**SECOND: Mayor Arturo Garino**  
**ACTION: Unanimous**

2. Discussion and possible action to recommend the nomination of Shaylee Richards to serve as the Greenlee County Private Sector Representative on the Executive Board

Mr. Randy Heiss explained the history of the position and that members from Greenlee County brought her name forward. He advised that SEAGO is also looking for another private sector rep for Cochise County.

Vice Chair Ortega called for a motion to appoint Ms. Shaylee Richards to a two-year term as the Greenlee County Private Sector Representative on the Executive Board.

**MOTION: Mayor Mike Laws**  
**SECOND: Mayor Pro-Tem Bill Barlow**  
**ACTION: Unanimous**

3. Discussion and possible action to recommend approval of Resolution No. 2019-04 urging Congress to ratify the USMCA negotiated by the Office of the United States Trade Representative

Mr. Heiss described the importance of trade with Mexico and Canada noting that it supports 228,000 jobs in Arizona and 2 million jobs across the country. He stated that there is no agreement in Congress yet to ratify the US-Mexico-Canada Agreement, the agreement that would replace NAFTA. A lot of Arizona delegation are still sitting on the fence about this issue. Supervisor English stated her support of the resolution saying having something is better than nothing. She suggested attaching a list of all the member entities so that the resolution might carry some clout if they see the numbers. Mayor Garino also stated his support. Supervisor Paul David asked for an add-on to address that border cities are affected by the wait times at the border. Mr. Heiss stated he would be happy to put something together to bring to a future meeting.

Vice Chair Ortega called for a motion to adopt Resolution 2019-04.

**MOTION: Mayor David Smith**  
**SECOND: Mayor Pro-Tem Bill Barlow**  
**ACTION: Unanimous**

4. Discussion and possible action to recommend approval of Resolution No. 2019-05 relating to the diversion of dedicated transportation revenues to the State General Fund (HURF)

Mr. Heiss advised he usually brings a transportation issues position statement to the Board this time of year, but is hoping to create a broader document that spells out the region's position on policy issues affecting all SEAGO programs. He hopes to have it to the Board by February. He gave background on this particular resolution and what it addresses and why. Vice Chair Ortega stated that politicians don't want to step up to the plate to make suggestions on how to come up with the money for transportation.

Vice Chair Ortega called for a motion to adopt Resolution 2019-05.

**MOTION: Supervisor Ann English**  
**SECOND: Mayor David Smith**  
**ACTION: Unanimous**

5. Discussion and possible action to recommend approval of Resolution No. 2019-06 authorizing the Executive Director to execute an Intergovernmental Agreement with the Northern Arizona Intergovernmental Public Transportation Authority.

Mr. Randy Heiss explained that SEAGO has been receiving 5310 training funds from ADOT for years to provide training throughout the state. NAIPTA has people that do the same type of training and it would be more cost effective for SEAGO to use our training funds and hire their personnel rather than having SEAGO employees drive to the northern part of the state to conduct it. The resolution provides authorization for Mr. Heiss to sign the paperwork implementing this. Supervisor David asked if subcontracting with them might provide impetus for them to go after the money themselves. Mr. Heiss replied that if it is more cost effective, he would support it, but he believes a partnership approach would probably make for a more successful application for these funds.

Vice Chair Ortega called for a motion to adopt Resolution No. 2019-06.

**MOTION: Mayor David Smith**  
**SECOND: Supervisor Ann English**  
**ACTION: Unanimous**

## **I. INFORMATION ITEMS**

### **A. Future Meeting Dates**

Mr. Heiss provided an overview of the future meeting dates and addressed questions. The next Executive Board meeting date is February 21. He noted that the May 22 date is the beginning of Memorial Day weekend and asked if the members wish to change it. Mayor Pro-Tem Barlow suggested moving both meetings back one week. Mr. Heiss will investigate. He announced that December 5 at 9 am is the next Joint Administrative-Executive Committee meeting and that the Committees will consider a Regional Technical Services IGA at that meeting.

### **B. Report on 21<sup>st</sup> AZ Rural Transportation Summit**

Mr. Heiss provided a synopsis of the AZRTS as an overwhelming success. The only disappointing issue was that SEAGO wasn't able to hold the event in our region because of its size. Casino Del Sol did an amazing job and the program and sponsorship was outstanding. They tried to keep the focus on trade. Mr. Heiss stated he created an evaluation tool to help with future event planning. 393 people attended and

feedback was very positive. The event generated \$131,259 in revenue; and after stated expenditures, there is about \$43,500 in profit. He stated he would not do it again, until issues he raised get addressed. There is not a shared risk between the Summit host and RTAC and there is great potential for the host to lose money if they don't get the attendance. On a positive note, he believes the Summit really elevated SEAGO in the eyes of their counterparts around the state. Supervisors David Gomez and Paul David acknowledged Mr. Heiss and staff for putting the AZRTS together.

#### C. Strategic Plan Implementation Progress Report

Mr. Heiss stated it is time to update the Strategic Plan, which should have been done last year, but was put aside to handle the AZRTS and AAA Provider procurement. The Executive Board agreed that meeting on February 6<sup>th</sup> after the Administrative Council Meeting in Benson would be a good time to work on the update. Mr. Heiss provided a brief update on progress since the last meeting.

#### D. Quarterly Finance Report

Ms. Dina Curtiss presented her report out of order since she had to leave to work on the audit. She stated she will have the trial balance to the auditors tomorrow and reported that things are going smoothly. Supervisor English asked about the numbers in brackets and if that meant it was a deficit. Ms. Curtiss explained that it shows a negative balance because of the billing and reimbursement cycle, but that the numbers will balance when all funds are received.

#### E. AAA Program Updates

Ms. Laura Villa distributed an annual report for AAA for FY 2018/19, provided an overview of AAA programs and answered questions.

#### F. CDBG Colonias Presentation

Mr. Keith Dennis provided an overview of the CDBG Colonias Set Aside Funding opportunities and responded to questions.

#### G. SEAGO Economic Development District Report

Mr. Larry Catten provided an update on current Economic Development Program activities and answered questions.

#### H. Transportation Program Updates

Mr. Heiss provided an update on the Transportation programs and responded to questions.

## II. RTAC REPORT

Mr. Kevin Adam provided a legislative update and answered questions. Mayor Pro-Tem Bill Barlow expressed his displeasure at the increase for vehicle registration fees and how it was implemented where the public had no input.

## III. STAFF ANNOUNCEMENTS / CURRENT EVENTS

Mr. Heiss announced that Transportation Program Administrator Jim Russell left SEAGO on November 13. The recruitment to fill the position is in process and there are some fairly interesting candidates; he hopes to have the position filled as soon as possible.

#### **IV. FUTURE AGENDA ITEMS**

Mr. Heiss noted the following items for future agendas: SEAGO Policy Principles; FY 2019 audit presentation; election of officers; appointment of a Cochise County private sector representative; possibly an information item on Greenlee County Road Study and possibly a resolution for wait times at the border.

#### **V. ADJOURNMENT**

The meeting was adjourned at 12:32 pm.

DRAFT



# EXECUTIVE BOARD PACKET

---

**MEMO TO:** EXECUTIVE BOARD  
**THROUGH:** RANDY HEISS, EXECUTIVE DIRECTOR  
**FROM:** LAURA VILLA, AREA AGENCY ON AGING PROGRAM DIRECTOR  
**DATE:** FEBRUARY 12, 2020  
**SUBJECT:** NOMINATIONS TO FILL THE CITY OF SAFFORD AND GREENLEE COUNTY UNINCORPORATED SEATS ON THE ACOA

---

On January 16, 2020 the Advisory Council on Aging (ACOA) made a nomination and recommended the re-appointment of Mr. Jaime Aguilar to fill the Greenlee County unincorporated seat on the ACOA. After 90 days of having termed out in his position and with no other interest expressed from Greenlee County, Mr. Aguilar has asked to continue serving on the ACOA. Mr. Aguilar is an exemplary Council member and the ACOA did not hesitate in accepting his nomination.

Mr. David Morse has been on a waiting list for the seat representing the City of Safford since February 2018. The seat became available and the ACOA made a nomination and recommended Mr. Morse for the current vacancy. Mr. Morse was a former chairman of Safford City Library Board and a member of the Lion's Club of Safford. Mr. Morse wants to continue his efforts in making a difference in his community and asks for consideration. At their meeting on January 16<sup>th</sup>, the ACOA nominated Mr. Morse to fill the City of Safford seat.

As a reminder, there are two (2) positions available on the ACOA representing the City of Sierra Vista and the City of Willcox. Any suggestions on individuals who would be willing to serve in this position would be greatly appreciated.

*At their meeting of February 6<sup>th</sup>, as part of the Consent Agenda, the Administrative Council unanimously recommended the above nominations to fill the vacancies for Greenlee County and the City of Safford on the Advisory Council on Aging.*

I will attempt to answer any questions you may have at the meeting.

**Attachments:** None

**Action Requested:**  Information Only  Action Requested Below:

**A motion to appoint Mr. Jaime Aguilar to fill the vacant position for Greenlee County unincorporated, and appoint Mr. David Morse to fill the vacant position for the City of Safford on the Advisory Council on Aging.**



# EXECUTIVE BOARD PACKET

**MEMO TO:** EXECUTIVE BOARD  
**FROM:** RANDY HEISS, EXECUTIVE DIRECTOR  
**DATE:** FEBRUARY 12, 2020  
**SUBJECT:** ELECTION OF OFFICERS

Article VI., Section C., Subsection 3., of the SEAGO Bylaws provides the procedure for annual election of the Executive Board officers (AKA the Executive Committee). The election is held at the first regular meeting of the calendar year (currently February). One elected official from each of the four counties in the region is nominated to represent the county in which they reside, and if elected by the Executive Board, they serve as the officer for that county for the following year.

The Bylaws also provide for a rotation schedule so that each county is provided an opportunity for their representative to serve in the Chair position every four years. Following the rotation prescribed in our Bylaws, in calendar year 2020, the Graham County Executive Board officer will be elevated to the Chair position; the Cochise County officer to First Vice-Chair; the Santa Cruz County officer to Second Vice-Chair; and the Greenlee County officer will drop to the bottom of the rotation to the Treasurer position as shown below:

**Chair:** Graham County Officer (Safford Vice-Mayor Richard Ortega)  
**First Vice-Chair:** Cochise County Officer (Willcox Mayor Mike Laws)  
**Second Vice-Chair:** Santa Cruz County Officer (Nogales Mayor Arturo Garino)  
**Treasurer:** Greenlee County Officer (Supervisor David Gomez)

I have been able to confirm that both Supervisor Gomez and Vice-Mayor Ortega are willing to continue serving as the Executive Board officers for Greenlee and Graham counties respectively. However, as of the time of this memorandum I have not received a response from Mayors Laws or Garino.

While the officers named above are those who are currently serving in these positions, it is important to remember that nothing in the Bylaws prevents the Executive Board from nominating and electing an entirely new slate of officers or a combination of existing and new officers, providing those nominated meet the requirements of office at the time of election.

**Attachments:** None.

**Action Requested:**  Information Only  Action Requested Below:

**A motion to elect a slate of Executive Board officers for calendar year 2020.**



# EXECUTIVE BOARD PACKET

---

**MEMO TO:** EXECUTIVE BOARD  
**FROM:** RANDY HEISS, EXECUTIVE DIRECTOR  
**DATE:** FEBRUARY 12, 2020  
**SUBJECT:** COCHISE COUNTY PRIVATE SECTOR REPRESENTATIVE ON THE EXECUTIVE BOARD

---

As you are aware, our Executive Board must include private sector representation as a requirement of the Economic Development Administration. Per SEAGO's Bylaws, Private Sector Representatives are appointed from the nominations submitted by the Member Entity Representatives from each county area, and must represent a low income or minority group, or representative organization, or represent the principal economic interests in the region, such as, but not limited to business, industry, finance, utilities, education, the professions, agriculture, or labor.

The Cochise County private sector representative position has been vacant since the expiration of Ilona Smerekanich's final term of office in August 2019. Absent nominations from our Cochise County member entities, I consulted with Larry Catten who provided me contact information for several candidates he felt were capable of meeting the EDA's qualifications. With that information, I contacted them and received two expressions of interest, which I then passed along to our Cochise County member entities. As a result of those efforts, Supervisor Ann English nominated Daniel Valle Regional/International Director of the Southeast Arizona Hispanic Chamber of Commerce in Sierra Vista to fill the vacant position. Mr. Valle's Bio follows:

Daniel "Dan" C. Valle is the founder and owner/President & CEO of DCV & Associates, LLC, a general business consulting firm in Sierra Vista since 2005. Dan is internationally accredited (2005) by the Institute for Independent Business (IIB) located in Watford (London), UK in 40 countries around the world. Under contract with the Tucson Hispanic Chamber of Commerce (THCC), Dan serves as the Regional/International Director of the Southeast Arizona Hispanic Chamber of Commerce (SAHCC) with responsibility for Cochise, Graham and Greenlee Counties plus Northeast Sonora. Dan works very closely and is connected with all economic development organizations in Cochise County and also with most all Chambers of Commerce in Cochise and Graham Counties. His also is well-connected with many cities in Cochise County which are Members of the SAHCC including Sierra Vista, Tombstone, Bisbee, Douglas and is working with Benson and Willcox in joining the SAHCC as well. Dan's passion is to help small and medium businesses succeed which are the backbone of the U.S. economy.

*At their meeting on February 6<sup>th</sup>, the Administrative Council unanimously recommended the above nomination to fill the vacancy for Cochise County private sector representative on the Executive Board.*

I will look forward to answering any questions at the meeting.

**Attachments:** None.

**Action Requested:**  Information Only  Action Requested Below:

**A motion to appoint Mr. Daniel Valle to a two-year term as a Cochise County Private Sector Representative on the Executive Board.**



# EXECUTIVE BOARD PACKET

---

**MEMO TO:** EXECUTIVE BOARD  
**FROM:** RANDY HEISS, EXECUTIVE DIRECTOR  
**DATE:** FEBRUARY 12, 2020  
**SUBJECT:** SEAGO POLICY PRINCIPLES

---

For the past six years, we've developed a Transportation Issues Position Statement for consideration by the Executive Board. The purpose of this document was to guide advocacy efforts of SEAGO staff for (or against) proposed or existing legislation, policies or initiatives impacting the ability of our member entities to implement transportation projects in their communities or the effectiveness of the SEAGO Transportation Program in general.

This year, instead of focusing only on Transportation, I've worked with the SEAGO team to develop a much broader document identifying Policy Principles (or positions) for each program. Similar to the Transportation Issues Position statement, the proposed SEAGO Policy Principles will empower staff to support (or oppose) legislation, policies or various initiatives at the state and federal level that impact delivery of SEAGO programs and/or our effectiveness in serving member entities and their constituents in calendar year 2020.

*At their meeting on February 6<sup>th</sup>, the Administrative Council helped further refine this document before presenting it to the Executive Board for consideration. The Council then voted unanimously to recommend approval of the Policy Principles as amended.*

I look forward to discussing the proposed Policy Principles with you in detail and will try to answer any questions you may have at the meeting.

Attachments: SEAGO Policy Principles Calendar Year 2020

Action Requested:  Information Only  Action Requested Below:

**A motion to approve (amend or reject) the SEAGO Policy Principles for Calendar Year 2020 as presented by staff.**

## **SEAGO POLICY PRINCIPLES CALENDAR YEAR 2020**

### **Administration:**

- Support SEAGO's continued participation in the Arizona State Retirement System. Transferability of ASRS is a significant tool in recruiting and retaining high quality employees who provide essential public services.
- Support legislation or intergovernmental agreements that would enable SEAGO as a public agency to participate in insurance pools or trusts pursuant to A.R.S. § 11-952.01. As health care costs continue to rise, the ability to offer and maintain a competitive benefits package an important tool to recruit and retain high quality employees.
- Support applications to public and private grant funding sources that can further initiatives and expand services for the SEAGO Region as a whole, and for individual SEAGO member entities.
- Support an increase in the State of Arizona mileage reimbursement rate from 44.5 cents per mile to the current Federal rate of 57.5 cents per mile. The current State of Arizona mileage reimbursement rate remains unchanged since November 2006 – more than thirteen years.

### **Area Agency on Aging:**

- Support reauthorization of the Older Americans Act at sufficient funding levels to ensure the rapidly growing population of older adults and their caregivers continue to have access to programs services that help them age with health, dignity and independence in their homes and communities.
- Support initiatives to offset rising service delivery costs for AAA providers resulting from the automatic increases in Arizona's minimum wage pursuant to the Fair Wages and Healthy Families Act.

### **Community Development:**

- Support sufficient and sustained funding for proven programs within the U.S. Department of Housing and Urban Development (HUD), such as the Community Development Block Grants (CDBG) and HOME Partnerships Investment Programs that support housing and sustainable community development for rural areas.
- Support the restoration of CDBG program funding to \$3.5 billion as part of a final fiscal year (FY) 2020 Transportation-HUD (T-HUD) Appropriations measure.
- Support SEAGO's vision to increase, enhance or restore the amount of Colonias funding in the SEAGO region.

### **Economic Development:**

- Support increased funding and flexibility for EDA's Planning, Public Works and Economic Adjustment Assistance programs.
- Support the efforts of the Maricopa Association of Governments to increase tourism through the statewide expansion of the border crossing card zone for federally screened and vetted holders of B1 and B2 visas from Mexico. A University of Arizona study projected that the expansion of the border crossing card zone would have a positive annual impact of \$181 million to the state.
- Support measures to promote, expand and enhance Arizona's competitiveness in international trade and commerce with Canada and Mexico.
- Support collaboration and data sharing with state agencies, universities, COGs and MPOs to develop and enhance data analytics necessary to advance regional and state economies.

### **Environmental:**

- Support SEAGO's continued responsibility to maintain the area wide water quality management plan as the designated regional Water Quality Management Planning Agency.

### **Transportation:**

- Support legislation to modernize and expand transportation funding mechanisms to include equitable user fees for alternative fuels vehicles, indexing funding mechanisms to inflation, increasing the existing gasoline tax, and exploring alternative funding mechanisms at both the State and Federal levels.
- Support local efforts to form Regional Transportation Authorities.
- Oppose the transfer of Highway User Fund Revenues above the statutory limit of \$20 million.

- Support SEAGO's role as the regional transportation planning agency for the non-urbanized portion of southeastern Arizona.
- Oppose legislation that would lower the Title 34 limitation on use of local forces to construct street, road, bridge, water or sewer projects, or include specific types of maintenance activities and equipment purchases without advertising for bids.
- Support projects and initiatives throughout the State that expand and enhance the movement of freight and international commerce.
- Support transit initiatives that maximize the role of transit within the broader transportation system to improve mobility, enhance system capacity and improve system efficiency.



# EXECUTIVE BOARD PACKET

**MEMO TO:** EXECUTIVE BOARD  
**THROUGH:** RANDY HEISS, EXECUTIVE DIRECTOR  
**FROM:** CHRIS VERTREES, TRANSPORTATION PROGRAM ADMINISTRATOR  
**DATE:** FEBRUARY 12, 2020  
**SUBJECT:** RESOLUTION NO. 2020-01

In May, SEAGO was awarded a FTA Access and Mobility Partnership Grant in the amount of \$235,852. The grant provides transportation services to the low income, elderly, and disabled to medical mobile clinic services. The project also includes access to food packages prepared by local food banks. The basis being without proper nutrition, the medical assistance provided is not sustainable. Partnerships include the Legacy Foundation, Chiricahua Community Health Center, VICaP, DARC, the Healthy Communities Program with U of A, and the Willcox and Douglas food banks.

The grant has an 18-month operating window. All funds must be utilized by September 30, 2021, or will be lost. To ensure that the money is utilized in a timely manner, SEAGO is applying to the FTA to be a direct recipient of FTA funds. One of the FTA's application requirements is a resolution that authorizes the following:

1. That the Transportation Program Administrator or designee is authorized to execute and file an application for Federal assistance on behalf of SEAGO with the Federal Transit Administration for Federal assistance authorized by 49 U.S.C. Chapter 53 or any other Federal statutes authorizing activities administered by the Federal Transit Administration.
2. That the Transportation Program Administrator or designee is authorized to execute and file with the Federal Transit Administration the annual certifications and assurances and other documents the Federal Transit Administration requires before awarding a Federal assistance grant or cooperative agreement.
3. That the Transportation Program Administrator is authorized to execute the grant and cooperative agreements with the Federal Transit Administration on behalf of SEAGO.
4. That the Transportation Program Administrator or designee is authorized to draw payments against available grant funding using the ECHO web system or other Federal Transit Administration automated application used to request payments from grant awards.

*At their February 6<sup>th</sup> meeting, the Administrative Council unanimously recommended that the Executive Board approve and adopt Resolution No. 2020-01.*

The attached Resolution contains the above language and is necessary to move forward with implantation of the grant. I'll look forward to answering your questions at the meeting.

Attachments: Resolution No. 2020-01

Action Requested:  Information Only  Action Requested Below

**A motion to approve and adopt Resolution No. 2020-01.**



# SouthEastern Arizona Governments Organization

*Serving our member governments and their constituents since 1972*

## RESOLUTION NO. 2020 - 01

### **A RESOLUTION OF THE SOUTHEASTERN ARIZONA GOVERNMENTS ORGANIZATION EXECUTIVE BOARD AUTHORIZING THE FILING OF APPLICATIONS WITH THE FEDERAL TRANSIT ADMINISTRATION, AN OPERATING ADMINISTRATION OF THE UNITED STATES DEPARTMENT OF TRANSPORTATION, FOR FEDERAL TRANSPORTATION ASSISTANCE AUTHORIZED BY CHAPTER 53 OF TITLE 49 OF THE UNITED STATES CODE AND ANY OTHER FEDERAL STATUTES ADMINISTERED BY THE FEDERAL TRANSIT ADMINISTRATION**

**WHEREAS**, the SouthEastern Arizona Governments Organization (SEAGO) is a Council of Governments established pursuant to Executive Order No. 70-2 that serves the four-county region of Cochise, Graham, Greenlee, and Santa Cruz Counties; and

**WHEREAS**, the Federal Transit Administration has been authorized to provide funding to support public transportation under 49 U.S.C. Chapter 53;

**WHEREAS**, grants or cooperative agreements for Federal financial assistance will impose certain obligations upon SEAGO and may require SEAGO to provide the non-Federal share of transportation-related expenses supported with Federal financial assistance;

**WHEREAS**, SEAGO is legally authorized under Federal, state, or local law to apply for and receive Federal assistance;

**WHEREAS**, SEAGO is required to provide certain certifications and assurances to the Federal Transit Administration at least annually;

**NOW, THEREFORE, BE IT RESOLVED** by the Executive Board of SEAGO as follows:

1. That the Transportation Program Administrator or designee is authorized to execute and file an application for Federal assistance on behalf of SEAGO with the Federal Transit Administration for Federal assistance authorized by 49 U.S.C. Chapter 53 or any other Federal statutes authorizing activities administered by the Federal Transit Administration;
2. That the Transportation Program Administrator or designee is authorized to execute and file with the Federal Transit Administration the annual certifications and assurances and other documents the Federal Transit Administration requires before awarding a Federal assistance grant or cooperative agreement;

### **SEAGO Member Entities**

*Cochise County*  
Benson  
Bisbee  
Douglas  
Huachuca City  
Sierra Vista  
Tombstone  
Willcox  
*Graham County*  
Pima  
Safford  
San Carlos  
Apache Tribe  
Thatcher  
*Greenlee County*  
Clifton  
Duncan  
*Santa Cruz County*  
Nogales  
Patagonia

### **SEAGO Main Office**

1403 W. Hwy 92  
Bisbee, AZ 85603  
520-432-5301  
520-432-5858 Fax

### **Area Agency on Aging Office**

300 Collins Road  
Bisbee, AZ 85603  
520-432-2528  
520-432-9168 Fax

[www.seago.org](http://www.seago.org)

3. That the Transportation Program Administrator is authorized to execute the grant and cooperative agreements with the Federal Transit Administration on behalf of SEAGO; and
4. That the Transportation Program Administrator or designee is authorized to draw payments against available grant funding using the ECHO web system or other Federal Transit Administration automated application used to request payments from grant awards.

### **CERTIFICATION**

The undersigned duly qualified Executive Director, acting on behalf of SEAGO, certifies that the foregoing is a true and correct copy of Resolution No. 2020 – 01 adopted at a legally convened meeting of the Executive Board held on February 21, 2020.

---

David Gomez, Chair  
SEAGO Executive Board

---

Randy Heiss, Executive Director

DRAFT



# EXECUTIVE BOARD PACKET

**MEMO TO:** EXECUTIVE BOARD  
**FROM:** RANDY HEISS, EXECUTIVE DIRECTOR  
**DATE:** FEBRUARY 12, 2020  
**SUBJECT:** FUTURE MEETING DATES

The Administrative Council normally meets at 9:00 a.m. on the first Thursday of February, May, August and November at the Cochise College Benson Center, located at 1025 Highway 90 in Benson, Arizona. The Executive Board normally meets at 10:00 a.m. on the Fridays two weeks following the Administrative Council meetings unless there is a holiday, or unless the Board sets an alternative date. The location of each Executive Board meeting is determined by the jurisdiction hosting the meeting, and therefore varies.

<b>Administrative Council</b>	<b>Executive Board</b>
April 30, 2020	May 15, 2020 - Graham County
August 6, 2020	August 21, 2020 - Greenlee County
November 5, 2020	November 20, 2020 - Santa Cruz County
February 11, 2021*	February 26, 2021 - Cochise County*

\*Moved to avoid conflict with ACMA Winter Conference.

Also, below please find the tentative schedule for our combined telephonic Administrative and Executive Committee meetings in the coming 12 months:

<b>Combined Administrative and Executive Committee Meetings (telephonic)</b>
April 2, 2020 – 9:00 a.m.
June 4, 2020 – 9:00 a.m.
October 1, 2020 – 9:00 a.m.
December 3, 2020 – 9:00 a.m.

**Attachments:** None.

**Action Requested:**  Information Only  Action Requested Below:



# EXECUTIVE BOARD PACKET

---

**MEMO TO:** EXECUTIVE BOARD  
**FROM:** RANDY HEISS, EXECUTIVE DIRECTOR  
**DATE:** FEBRUARY 12, 2020  
**SUBJECT:** 2020 STRATEGIC PLANNING RETREAT

---

Thanks to those of you who were able to participate in our 2020 Strategic Planning Retreat. The purpose of the retreat was to update the existing SEAGO Five-Year Strategic Plan FY2018 – FY2022. The retreat was facilitated by Melanie Greene of M. Greene Planning and Resource Development. A total of fifteen (15) elected and appointed officials from throughout the SEAGO region and seven (7) SEAGO staff were in attendance and participated in a number of planning exercises to determine if the existing mission, vision and goals of the strategic plan remained valid, and if so, and what specific tactics could help support SEAGO's mission and achieve the goals of the plan.

Participants agreed to update the existing mission and vision statements as follows:

## **VISION**

***SEAGO commits to being an invaluable resource for leadership, information, funding, planning, technical expertise, and services.***

## **MISSION**

***Our mission at SEAGO is to provide services that promote collaboration among Federal, State, and regional entities to enhance economic and social progress for communities in our four-county region.***

In addition, participants updated the goals outlined in the plan as follows:

***Goal 1: Identify, provide, and enhance services and resources to address the sustainability of communities and constituents.***

***Goal 2: Build awareness of SEAGO and the value of its services.***

Participants were broken up by county for a discussion of unmet needs. Unmet needs in each county perceived as items SEAGO programs could help address were listed. Participants then selected a program of their individual interests and worked with SEAGO program staff to develop tactics to address the unmet needs that best fit under each of the two goals.

In the coming weeks, staff will work with the retreat facilitator to refine the tactics identified by participants and establish reasonable timeframes for completion of each tactic as well as tasks that will be undertaken to complete each tactic. It's anticipated a draft of the updated strategic plan will be ready for your consideration at your May 15<sup>th</sup> meeting.

**Attachments:** None

**Action Requested:**       Information Only       Action Requested Below:



# EXECUTIVE BOARD PACKET

---

**MEMO TO:** EXECUTIVE BOARD  
**THROUGH:** RANDY HEISS, EXECUTIVE DIRECTOR  
**FROM:** DINA CURTISS, ACCOUNTING MANAGER  
**DATE:** FEBRUARY 12, 2020  
**SUBJECT:** FINANCE REPORT

---

The SEAGO Statement of Revenues and Expenditures for the period ending December 31, 2019 and Fiscal Year 2020 to date will be distributed at the meeting.

Regarding the FY 2019 audit, the on-site visit scheduled for December 3<sup>rd</sup>, 4<sup>th</sup>, & 5<sup>th</sup> with Colby & Powell, PLC went well and we expect the audited financial statements will be ready in time for presentation to the Executive Board at their meeting on February 21<sup>st</sup>.

I will answer any questions you may have regarding the Statement of Revenues and Expenditures and/or the audit at the meeting.

**Attachment:** None

**Action Requested:**  Information Only  Action Requested Below



# EXECUTIVE BOARD PACKET

---

**MEMO TO:** EXECUTIVE BOARD  
**THROUGH:** RANDY HEISS, EXECUTIVE DIRECTOR  
**FROM:** LAURA VILLA, AREA AGENCY ON AGING PROGRAM DIRECTOR  
**DATE:** FEBRUARY 12, 2020  
**SUBJECT:** SEAGO/AAA PROGRAM UPDATES

- **AAA Staff:** I would like to welcome Amalia Marin as our new full time Office Specialist and member of our team; she came on board on December 18, 2019 and is currently undergoing training with Carrie Gibbons. She was able to spend a couple of weeks with Heather Glenn who now works full-time at SEAGO Administration. Heather will continue to assist the AAA office with the quarterly newsletter for as long as her SEAGO duties permit.
- **The READI Meals Program:** READI (Real Emergency and Disaster Innovation) Meals program is up and running again. A request was made to use 10% carryover funds from SFY19 for the purpose of continuing our efforts to move forward with this project. DES-DAAS allotted us the funding that will be used until end of the SFY2020. The plan is as follows:
  - Drafting Memorandums of Understanding between SEAGO and selected congregate sites setting forth the terms, conditions and custodial responsibilities of operating the freeze drying equipment at their sites.
  - Developing appropriate training on the freeze drying procedure, proper use, maintenance and sterilization of equipment.
  - Developing appropriate training on how to rehydrate and prepare freeze dried products for consumption by congregate meals clientele, and similar bi-lingual written instructions for home delivered meals clientele.
  - Creation of forms to be used at nutrition sites to document the types and quantities of foods processed each batch; the date the food was initially prepared and temperature before processing, etc.; as well as forms for monitoring of inputs and outputs, and ensuring clients who receive the meals produced meet eligibility requirements.
  - Developing best practices for preparing certain foods before processing to ensure complete dehydration.
  - Developing mechanisms to fairly compensate congregate nutrition sites producing emergency meals for home delivered clients in their service area.
  - Creating a database in order to track progress and demonstrate return on investment.

A MOU is being drafted to bring Cindy Meyers on board and assist us with the plan above. Cindy will complete the plan in 9 weeks. Sites will be able to start using the freeze dryers by late February.

- **C.A.R.E:** Caregivers Affirmed, Rejoiced and Empowered. Karen Enriquez started the effort in bringing a caregiver support group to Sierra Vista at thrives. Karen connected with a wonderful volunteer who has taken over the group sessions in Sierra Vista. Karen's goal is to bring a support group to each county we cover but volunteers will be needed in order for consistency.
- **Advocacy:** Home and Community Based Services Legislative Position Statement 2020. The Arizona Associations of Area Agencies on Aging (AZ4A) is requesting an additional \$5 million in General Fund appropriations to be allocated to DES/DAAS to match increases from prior years to AHCCCC's/EPD (Elderly and Physically Disabled), the increases in the minimum wage, and the proposed 14.8% increase in

AHCCC's/EPD. The Association is also programming an **Older Arizonan's Day at the capitol on Tuesday March 24, 2020**. Anyone is welcome to attend and voice their concerns.

- **Area Plan on Aging:** AAA is contracting with Mr. Robert Carreira of US Economic Research to assist with the Area Plan on Aging Needs Assessment process. The timeline is included as an attachment on how we will proceed in getting the Area Plan completed by May 2021. Our case managers in the four-county region will be assisting us in placing a box and surveys in locations they feel appropriate for our seniors. We will also work on getting these sent out electronically or posted on the website for our professionals and family members who help with the vulnerable adult population in order to receive a higher response. If you have any suggestions that will allow us to reach our communities better, please do not hesitate in letting me know.
- **AZ4A Aging 2020 Summit:** The Arizona Association of Area Agencies on Aging (AZ4A) is pleased to invite you to the Aging 2020 Summit: Aging Reimagined, on **September 17 & 18, 2020 at the JW Marriott Starr Pass in Tucson, Arizona**. This conference will gather experts in the aging field and front-line professionals to provide education, inspiration, networking, and resources that help our grandparents, parents and us again with dignity and choices in our homes and communities. Our common goal will be to reimagine aging for the decade to come. Together we will learn cutting-edge practices that ensure Arizonan's are aging well. Please save the date! More details will be shared soon.
- **DES-DAAS Contract Monitoring:** DAAS has scheduled AAA contract monitoring on May 26 through 28, 2020. In the coming weeks we will start receiving documents that should be completed prior to their visit. We will be connecting with our service providers in order for them to prepare for their visit as well.
- **Arizona Family Caregiver Program:** Starting January 1, 2020, family caregivers can be reimbursed **50%** for qualifying expenses incurred up to **\$1,000 each for 1 or more qualified family members**. Family Caregivers who earn \$75,000/year or less and couples making up to \$150,000/year caring for their loved one (s) 18 years or older, who require assistance with one or more activities of daily living can qualify. Qualifying expenses include improving or altering the qualifying family member's primary residence, purchasing/leasing equipment or assistive care technology for the qualifying family member to enable/assist/carry out one or more activities of daily living (toileting, bathing, dressing, grooming, eating, mobility, or transferring) or assistive care technology such as hearing aids, medical alert devices, vehicle wheelchair lifts, dressing assistance, buttoning aid hooks, long reach comfort wipes bed handles, wheelchairs, scooters, walkers, canes, communication devices, voice recognition programs, screen readers, screen enlargement applications, adaptive utensils, Hoyer lift, gait belts, bedside commodes, shower chairs/benches, and handheld showerheads. If you know someone who could benefit from this program, please contact Karen Enriquez for details.
- **Health and Nutrition Program:** Currently, SEAGO-AAA is collaborating with Banner Health and Pima Council on Aging on an opportunity for an ACL Falls Prevention federal grant. The intention is to focus the attention to Southern Arizona by increasing the number of A Matter of Balance and Tai-Chi for Arthritis classes. When granted, AAA would be working closely with Banner in providing these courses on a fee for service basis. This will require an additional staff member to oversee it as well as increase volunteers in southeastern Arizona for a three year period.
- **Aging Mastery Program:** An AMP class is being planned in Willcox with the sponsorship from Southwest Gas. Karen, our FCSP Coordinator, will be in charge of arranging the class schedule for April 7-May 8. The class will provide materials for 10 individuals which include unpaid family caregivers for a 10 session class that focuses on topics such as: exercise and you, sleep, healthy eating and hydration, medication management and more. Karen will coordinate with local individuals who are known in the community and who will volunteer to speak about each topic.

**Attachments:** Area Plan on Aging timeline; AZ4A Position Statement; Aging 2020 Summit flier; Aging Mastery Program flier; AZ Family Caregiver Program flier.

**Action Requested:**  Information Only  Action Requested Below:

**Seago/Area Agency on Aging  
Area Plan Time Line  
2020 2021**

DATE	Activity
February 3, 2020-June 15, 2020	Prepare Needs Assessment Copying by February 3 (survey, envelopes, labels) Prepare for mailings by February 15 ACOA-participation
June 30, 2020-Sept. 1, 2020	Needs Assessment-Data Collection/review with ACOA 10-17-20 Deadline Sept. 30, 2020
September 15, 2020-December 1, 2020	Analysis Needs assessments and Data Key Informant Surveys
January 9-March 15, 2021	Goals and Objectives and draft documents Goals and Objectives reviewed with Advisory Council January 21,2021
February 6- February 20	Admin and Executive Board final edits/comments
March 1-March 20, 2021	Public Notice and Local paper distribution Press Release
March 1- March 8, 2021	Public Hearings: Cochise/Santa Cruz County
March 13- March 24, 2021	Public Hearings: Graham/Greenlee County
Thursday April 15,2021	Present Area Plan to the Advisory Council for recommendations, comments, approval, signature
May 7, 2021 to May 22, 2021	Plan presented to Executive Board for approval and signature
May 24, 2021-May 25, 2021	<b>Deliver Area Plan to DAAS no later than May 1</b>



## **Area Agencies on Aging**

### **Area Agency on Aging, Region One Maricopa County**

Mary Lynn Kasunic  
President & CEO/Director  
1366 E Thomas Road, Ste 108  
Phoenix, Arizona 85014  
602.264.2255  
kasunic@msn.com

### **Pima Council on Aging Pima County**

W. Mark Clark, President/CEO  
8467 E Broadway Blvd  
Tucson, Arizona 85710  
520.790.0504  
mclark@pcoa.org

### **Northern AZ Council of Governments Coconino, Yavapai, Navajo, & Apache Counties**

Mary Beals Luedtka, AAA Director  
323 N. San Francisco St., Ste. 200  
Flagstaff, AZ 86001  
928.213.5226  
mluedtka@nacog.org

### **Western AZ Council of Governments Mohave, La Paz & Yuma Counties**

Gina Whittington, AAA Director  
1235 S. Redondo Center Drive  
Yuma, Arizona 85365  
928.782.1886  
ginaw@wacog.com

### **Pinal-Gila Council for Senior Citizens Gila & Pinal Counties**

Olivia Guerrero, President/CEO  
8969 W McCartney Road  
Casa Grande, Arizona 85194  
520.836.2758  
oliviag@pgcsc.org

### **SouthEastern AZ Governments Org. Graham, Cochise, Greenlee & Santa Cruz Counties**

Laura Villa, AAA Director  
300 Collins Road  
Bisbee, Arizona 85603  
520.432.2528  
lvilla@seago.org

### **Inter Tribal Council of Arizona, Inc. 21 Tribal Nations**

Laurai Atcity, AAA Director  
2214 N Central Avenue  
Phoenix, Arizona 85004  
602.258.4822  
laurai.atcity@itcaonline.com

## **Home and Community-Based Services Legislative Position Statement 2020**

The Area Agencies on Aging (AAAs) in Arizona strive to keep older adults and younger adults with physical disabilities in their homes as they age. Home and community-based services (HCBS) are critical to achieving this goal. HCBS include adult day health, assistance with bathing and dressing, meal preparation, shopping, bed linen changing, caregiver respite, home nursing, and home-delivered meals.

HCBS are the primary buffer to the slow expansion of people needing more expensive support such as nursing home placement or other forms of institutionalization, including expanding their care through the Arizona Long-Term Care System. If older adults are not able to get the support they need at home they are more likely to come to the attention of Adult Protective Services (APS), often for reported self-neglect, or end up in an emergency room. No matter what emergent care they receive, it will be costlier than providing services to keep them safe and in their own homes with dignity. According to DES, approximately 17% of all HCBS cases were referred by APS for on-going service. This link between APS and the AAAs is a vital connection that helps older adults get the services and support they need.

With much-appreciated additional funding appropriated by the Executive, the AAAs have been able to reduce the waiting list for HCBS, which was nearly 2,500 people in January 2019. However, with both the provider rates and minimum wage increasing with no dedicated financial relief to the AAAs, continuing to sustain service levels is a challenge.

Over the past year, AHCCCS has increased fee-for-service rates for HCBS for “Elderly and Physically Disabled Providers” (EPD) by \$11.8 million (7%). Because the AAAs are not funded through AHCCCS, but rather are funded through DES Division of Aging and Adult Services (DAAS) and did not receive an equivalent increase, there is now a disparity in the system that disadvantages the AAAs in contract negotiations with providers.

For the past 3 years, the AAAs have not received any increases for the rising minimum wage. In January 2020, the minimum wage will increase by 9%, making the already difficult disparity worse. With the combined increases in the minimum wage and the AHCCCS/EPD rate increase from last year, the AAAs need \$2.5 million to achieve parity with current rates. EPD providers are requesting an additional increase this year, estimated to be 14.8%. To further maintain parity within the long-term care system, the AAAs will need an additional \$2.5 million.

**The Arizona Association of Area Agencies on Aging (AZ4A) is requesting an additional \$5 million in General Fund appropriations to be allocated to DES/DAAS to match increases from prior years to AHCCCS/EPD, the increases in the minimum wage, and the proposed 14.8% increase in AHCCCS/EPD.**

## Arizona Family Caregiver Reimbursement Program

Starting January 1, 2020, family caregivers can receive a **50% reimbursement up to \$1,000 for home modifications and assistive care technology.** The family member must be 18 years or older, and requires help with one (1) or more daily tasks.



## Programa de reembolso para cuidadores familiares de Arizona

A partir del 1 de enero de 2020, los cuidadores familiares pueden recibir un reembolso del **50% hasta \$1,000 por adaptaciones en el hogar y tecnología de asistencia.** El miembro de la familia debe tener 18 o más años y requiere la ayuda con una (1) o más tareas diarias.



### Important: <<

- Home modifications and assistive care technology purchases must occur on or after January 1, 2020.
- Applications are reviewed on a first-come, first serve basis due to limited funding.
- Family caregivers who receive reimbursement are *not* eligible to apply again for three (3) consecutive calendar years.
- For reimbursement over \$600 a 1099 tax form will be provided.



### Importante: <<

- Las adaptaciones en el hogar y las compras de tecnología de asistencia deben ocurrir a partir de 1 de enero de 2020.
- Las solicitudes se revisan por orden de llegada debido a la escasez de fondos.
- Los cuidadores familiares que reciben reembolso no podrán solicitar de nuevo por tres (3) años calendario consecutivos.
- Se proporcionará un formulario fiscal 1099 para reembolsos de más de \$600.

Applications and program details are available starting January 1, 2020 by speaking with a Caregiver Resource Specialist at (888) 737-7494.

Visit [azcaregiver.org](http://azcaregiver.org) for more details.



DEPARTMENT OF ECONOMIC SECURITY  
Your Partner For A Stronger Arizona



Arizona Caregiver Coalition  
Serving the Needs of Arizona Caregivers

Las solicitudes y los detalles del programa están disponibles a partir del 1 de enero de 2020 al hablar con un especialista en recursos para el cuidador al (888) 737-7494.

Visite [azcaregiver.org](http://azcaregiver.org) para más detalles.

Programa y Empleador con Igualdad de Oportunidades - Servicios y ayudantes auxiliares para personas con discapacidades están disponibles a petición • Para obtener este documento en otro formato u obtener información adicional sobre esta política, comuníquese con el Diviisión de Servicios para Adultos y Personas de la Tercera Edad al 602-542-4446; Servicios de TTY/TDD: 7-1-1 - English on the reverse  
AAA-1345A FLY (12-19)

## SAVE THE DATE



11 February – 13 March 2020

**AMP**  
AGING MASTERY PROGRAM

"Taking small steps for lifelong rewards"

**FREE**

**SPACE IS LIMITED To 10 participants**

\*Caregivers encouraged to attend\*

The Aging Mastery Program is a 10 class/5 week comprehensive and fun program that celebrates the gift of longevity. The program combines goal-setting, daily practices and peer support to help participants make meaningful changes in their lives.



### SAVE THE DATE!

**DATES:** Every Tuesday and Friday, Beginning February 11, 2019

**TIME:** 1:00-3:00 PM

**LOCATION:** ROSE C ALLAN SENIOR LEARNING CENTER

901 W Rex Allen Dr. Willcox, AZ 85643

**TO REGISTER:** Call Karen Enriquez, (520) 432-2528 X221

HOSTED BY:



**SOUTHWEST GAS**

SEAGO Executive Board Mtg 2-21-2020

**2020 Aging Summit**  
*Aging Reimagined*

az4a  
advocacy | action | answers on aging

**Become A Sponsor**  
**Location:** JW Marriott Starr Pass Resort, Tucson, AZ  
**Dates:** Sept. 17 & 18, 2020

Revised: 1/8/20



# EXECUTIVE BOARD PACKET

---

**MEMO TO:** EXECUTIVE BOARD  
**THROUGH:** RANDY HEISS, EXECUTIVE DIRECTOR  
**FROM:** LARRY CATTEN, ECONOMIC DEVELOPMENT PROGRAM MANAGER  
**DATE:** FEBRUARY 12, 2020  
**SUBJECT:** RECENT ECONOMIC DEVELOPMENT ACTIVITY

---

The purpose of this memorandum is to advise the Executive Board of recent activity in the SEAGO Economic Development District (EDD).

## Recent Activity

1. Economic development studies in Greenlee and Graham Counties

**County:** Greenlee County  
**Grant:** Housing Feasibility Study  
**Grant Source:** United Way of Graham and Greenlee Counties  
**Grant Amount:** \$53,000.00

**Study Status:** The following has been completed in this quarter:

1. The study has been completed by the consultants from Elliott D. Pollack and Company, and submitted for review and comment by the Housing Study Management Team and from public meetings.
2. The study has been reviewed by, and comments received from, the Housing Study Management Team consisting of:
  - a. Derek Rapier, Greenlee County Administrator,
  - b. Rudy Perez, Clifton Town Manager
  - c. John Basteen, Duncan Town Manager
  - d. Emily Muteb, FMI Representative
3. The study has been reviewed by, and comments received from, FMI Morenci Mine executives

**Current Activity:** The following is in process:

1. Two meetings have been scheduled for February 5, 2020 for the consultants to present the study and to receive comments. The two meetings are:
  - a. Presentation to the County Board of Supervisors, the Clifton Town Council, and the Duncan Town Council
  - b. A public presentation to the original study stakeholders and focus group participants, and Greenlee County residents.
2. SEAGO submitted a press release to the Copper Era to invite Greenlee County residents to the February 5 study presentation.

The invitation was published in the Copper Era on January, 27, 2020 (see Attachment 1)

**County:** Graham County  
**Grant:** Target Industry Study  
**Grant Source:** Freeport-McMoRan Foundation Community Investment Fund  
**Grant Amount:** \$34,000.00

**Study Status:** The study and strategic planning process is completed. Since the study and strategic planning process was completed at a significantly lower cost than originally budgeted, there is an approximate amount of \$16,500.00 remaining in the budget.

**Current Activity:**

1. The SEAGO Economic Development Program Manager met with representatives of the Freeport-McMoRan Foundation Community Investment Fund to discuss the use of the remaining funds toward implementation of the strategic plan.
2. The SEAGO Economic Development Program Manager is managing the REDI Grant planning initiative to supplement and advance the target industry strategic plan.
3. The SEAGO Economic Development Program Manager is working with the Northern Arizona University (NAU) School of Hotel and Restaurant Management to provide assistance to implement each county's tourism target industry strategies and to review potential inter-county collaboration on tourism strategies. The NAU proposal currently being reviewed consists of:
  - a. A preliminary proposal for study/survey methodology
  - b. A draft of a survey to be utilized to assess tourism interests in Graham and Greenlee Counties
  - c. A cost proposal for the NAU tourism collaboration consulting work for Graham and Greenlee Counties.

**County:** Greenlee County  
**Grant:** Target Industry Study  
**Grant Source:** United Way of Graham and Greenlee Counties  
**Grant Amount:** \$35,000.00

**Study Status:** The study and strategic planning process is completed. Since the study and strategic planning process was completed at a significantly lower cost than originally budgeted, there is an approximate amount of \$17,000.00 remaining in the budget.

**Current Activity:**

1. The SEAGO Economic Development Program Manager met with the CEO of the United Way of Graham and Greenlee County to discuss the use of the remaining funds toward implementation of the strategic plan.
2. The SEAGO Economic Development Program Manager is managing the REDI Grant planning initiative to supplement and advance the target industry strategic plan.
3. The SEAGO Economic Development Program Manager is working with the Northern Arizona University (NAU) School of Hotel and Restaurant Management to provide assistance to implement each county's tourism target industry strategies and to review potential

inter-county collaboration on tourism strategies. The NAU proposal currently being reviewed consists of:

- a. A preliminary proposal for study/survey methodology
  - b. A draft of a survey to be utilized to assess tourism interests in Graham and Greenlee Counties
  - c. A cost proposal for the NAU tourism collaboration consulting work for Graham and Greenlee Counties.
2. As a significant target industry sector identified in both the Graham and Greenlee County target industry study and strategic plan, the SEAGO Economic Development Program Manager is working with representatives from NAU and all relevant parties (the REDI grant consultant, representatives from Graham and Greenlee Counties, representatives from FMI, and the CEO of the United Way of Graham and Greenlee County) to assess the appropriate use and timing of remaining funds from the respective target industry study grants.
  3. SEAGO continues to manage the REDI Grant planning process that is studying the development of regional collaboration opportunities between Graham and Greenlee Counties for implementing the target industry strategic plan, along with other potential economic development collaboration opportunities. The planning process is being led by the McClure Engineering Economic Development Division (target industry strategic plan implementation), and Co.Starters (entrepreneur training), and is being managed by SEAGO under the guidance of the grant management team consisting of representatives from Graham and Greenlee Counties, and FMI.
  4. With the completion of the target industry studies for Graham and Greenlee Counties, the SEAGO Economic Development Program Manager has met with the following jurisdictions to discuss a target industry study and strategic planning process for the respective communities.

Huachuca City - The SEAGO Economic Development Program Manager met with Town Manager Matthew Williams, and had begun the study and strategic planning process of appointing a management team and a steering committee, and engaging a fund raising initiative to fund the study and strategic planning process. However, with the departure of Mr. Williams and the appointment of Mr. Eric Duthie as acting Town Manager, the study/strategic planning process is on hold pending a meeting with Mr. Duthie.

Bisbee - The SEAGO Economic Development Program Manager, briefly discussed the study with Mayor Smith, and met with City Manager Theresa Coleman, to discuss the study process in detail. To date, SEAGO has not been advised of Bisbee's interest in moving forward with the target industry study process.

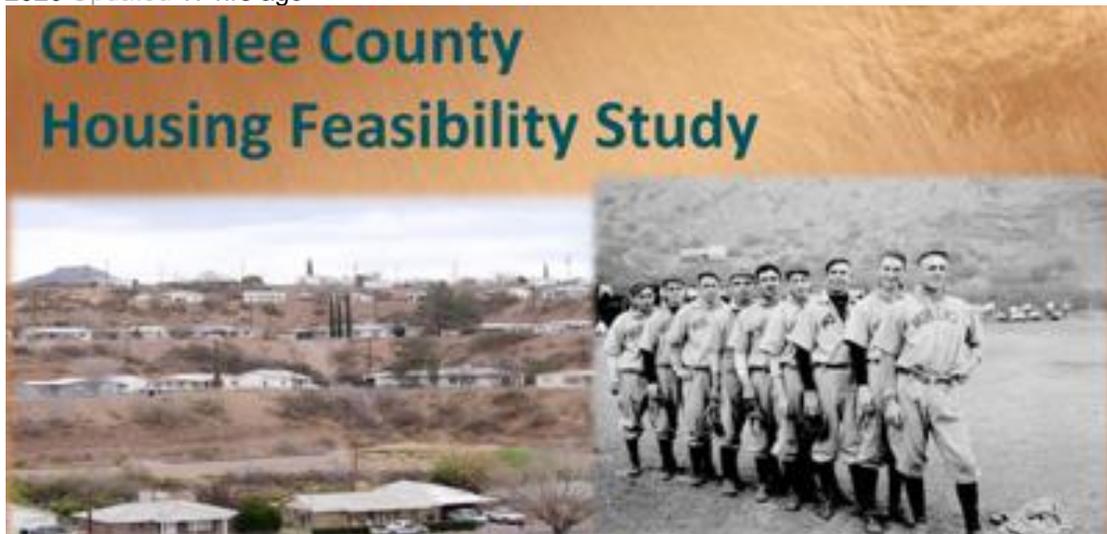
Nogales - The SEAGO Economic Development Program Manager met with Mayor Garino and acting City Manager John Kissinger, to discuss the intent of the target industry study and strategic planning, and the process that would be initiated to complete the study and strategic plan. To date, SEAGO has not been advised of Nogales' interest in moving forward with the target industry study process.

**Attachment:** Copper Era article regarding Greenlee County housing study

**Action Requested:**             Information Only             Action Requested Below

# Community meeting on housing study is Feb. 5

- Staff reports
- Jan 27, 2020 Updated 17 hrs ago



Contributed Image Top of Form

YORK — A presentation to the public on the recently completed Greenlee County Housing Feasibility Study, by Greenlee County, the towns of Clifton and Duncan, the Southeastern Arizona Governments Organization and Elliott D. Pollack and Company, will take place Feb. 5, at noon, at the Greenlee Golf and Country Club.

A light lunch will also be available for those attending the meeting.

Over the past several months the housing feasibility study was conducted for Greenlee County, funded by the United Way of Graham and Greenlee Counties, has been managed by staff from SEAGO, and has been conducted by professional staff from Elliott D. Pollack and Company, a real estate research and consulting firm.

The housing study focused on five key areas:

- The need for additional owner occupied and rental housing in the county
- The demand for Greenlee County housing
- Potential locations for housing development in the county
- The cost of developing, building, and purchasing housing in the county
- The obstacles to developing housing in the county

The study process began with a series of focus group meetings during the summer of 2018, including county residents, major employers and employees of major employers in the county, housing builders and developers, and town and county elected officials.

After receiving the focus group input, the consultants have collected, reviewed, and analyzed relevant information from various sources to arrive at the 66-page comprehensive report.

While the study information gathered and analyzed by the consultants provides evidence of the need and demand for owner occupied and rental housing, it also addresses the challenges of developing new housing stock in the county.

In addition to presenting the housing study results, the consultants will receive questions from the public.

To receive a copy of the study prior to the Feb. 5 meeting, e-mail [lcatten@seago.org](mailto:lcatten@seago.org).



# EXECUTIVE BOARD PACKET

---

**MEMO TO:** EXECUTIVE BOARD  
**THROUGH:** RANDY HEISS, EXECUTIVE DIRECTOR  
**FROM:** CHRIS VERTREES, TRANSPORTATION PROGRAM ADMINISTRATOR  
**DATE:** FEBRUARY 12, 2020  
**SUBJECT:** TRANSPORTATION PROGRAM UPDATES

---

The following is a brief update involving our Transportation and Transit projects and activities that SEAGO is currently involved in:

**FTA Access and Mobility Partnership Grant Application:** In May, SEAGO was awarded a FTA Access and Mobility Partnership Grant in the amount of \$235,852. The grant provides transportation services to the low income, elderly, and disabled to medical mobile clinic services. The project also includes access to food packages prepared by local food banks. The basis being without proper nutrition, the medical assistance provided is not sustainable.

The project will be piloted in the Willcox area. The program will operate Tuesday-Thursday and will serve the communities of Willcox, Sunsites/Pearce, Bowie/San Simon and Winchester Heights. A second community will be identified by the project TAC to operate a food access pilot project. Partnerships include the Legacy Foundation, Chiricahua Community Health Center, VICaP, DARC, the Healthy Communities Program with U of A, and the Willcox and Douglas food banks.

The grant has an 18-month operating window. All funds must be utilized by September 30, 2021, or they will be rescinded. To ensure that the money is utilized in a timely manner, SEAGO is applying to the FTA to be a direct recipient of FTA funds. SEAGO's goal is to secure direct recipient status by March 15, 2020, and kick-off the project no later than April 1, 2020.

**Willcox Transit Feasibility Study:** This feasibility portion of the study was completed and delivered to ADOT in June. The study concluded that there was a need and demand for public transportation in the Willcox area. ADOT has reviewed the study and toured the project area. They concur with the need for public transportation in the area. SEAGO requested an additional \$40,000 to develop an implementation plan. ADOT and FHWA concurred and the funding was added to our Work Program on January 9, 2020. The Implementation Plan will seek to identify a service operator, service type, service area, a start-up budget, a 5-year capital and operating budget, an operating schedule, and a marketing plan. A Public Participation Plan is currently being developed. The project is expected to kick-off on March 1, 2020.

**Cochise County Public Transit Consolidation Study:** In February 2019, SEAGO received an FTA Section 5304 Planning Grant to conduct a Cochise County Public Transportation Consolidation Study. Cochise County has three rural public transportation programs (FTA Section 5311), the potential for a fourth (Willcox), and a FTA Section 5310 program (VICaP) that fills many of the transit gaps not covered by our 5311 programs.

The purpose of the study is to analyze the agency costs for grant preparation, administration, service, labor, capital, technology, sources of local match, and marketing. The goal is to identify areas of consolidation that are feasible and can present significant cost savings to our transit operators. A Public Involvement Plan for the project has been developed and completed and the project is expected to kick-off by mid-February.

**FTA 5310 and 5311 Programs:** Small providers often need technical assistance to make sound decisions with compliance and program efficiency. SEAGO regularly meets with these providers to review policies and procedures and offer advice for changes to ensure each organization maintains compliance and ensures positive audit results. These visits are often combined with other on-site visits to ensure effective use of travel time and budget. SEAGO Mobility Management Training Program provides training that improves passenger safety, operating processes, and grant compliance.

***SEAGO is currently working with Greyhound, ADOT, Douglas Rides, and Vista Transit to modify Greyhound's FTA Section 5311 Intercity Grant Application.*** The Tucson to Rio Rico/Nogales to Patagonia/Sonoita to Sierra Vista route is considerably under-performing. In 18-months of operation less than 30 total passengers used the Tucson to Rio Rico leg of the route. Only 17 passengers have used the Patagonia/Sonoita to Sierra Vista route. Greyhound believes that there is too much competition along the I-19 corridor to make the route sustainable. Currently there are two national carriers from Mexico and several private shuttle services that serve that corridor. They will not renew that grant application.

Greyhound was considering applying for a Tucson to Benson to Douglas to Sierra Vista route. SEAGO and Douglas felt this would have created a duplication of service issue that would hurt ridership for both Greyhound and the Cochise Connection operated by the City of Douglas. SEAGO recommended that Greyhound consider a Tucson to Benson to Tombstone to Huachuca City to Sierra Vista route. This would provide service to several under-served communities and meet ADOT and FTA requirements of providing direct access to rural communities. Greyhound has indicated strong support for the idea and proposed an MOU with the City of Douglas that would make the Cochise Connection a connector service to the national intercity bus network. This will allow Douglas to sell tickets for Greyhound, capture revenue from those sales, and to potentially capture some in-kind match to offset some of the Connection's operating costs. ADOT participated in the conference call and indicated support for the project. FTA Section 5311 applications are due to ADOT by the end of February. We should know if the application will be approved by May.

***The Legacy Foundation of Southeast Arizona*** has presented at our last two Cochise/Santa Cruz Coordination Meetings. They understand that there are several gaps and unmet transit needs in Cochise County and Southeast Santa Cruz County. They have expressed a desire to provide funding to meet those gaps. SEAGO is working with our local transit providers to identify and prioritize potential transit projects that will address the areas transit gaps. SEAGO is working to get this data to the Legacy Foundation by March 1, 2020.

**Santa Cruz County RTA (Regional Transportation Authority) Feasibility Study:** In FY19, SEAGO had approximately \$50,000 in carry-over State Planning and Research Funds that needed to be spent on a planning project. After discussion with the TAC, this project was identified. The project will be completed in multiple phases. Phase 1 is a research project. SEAGO has collected Santa Cruz County transportation/transit related studies completed at the state or local level during the last 15 years. A review will be completed to determine which aspects of each plan are still valid in today's economic and transportation climate. A TAC consisting of local subject matter experts is being developed to identify potential issues/projects not identified in the Study Review. Finally, the project TAC will develop a List of Preliminary Projects that would serve as the baseline for future

RTA discussions and public outreach efforts. A project kick-off meeting date has been established to identify TAC members. Project is expected to begin in full by mid-February.

**SEAGO Internal Traffic Count Program:** SEAGO has been pursuing an internal traffic count program for the past two years. It has been delayed at times due to remaining STP funds applied to the Regional Traffic Count Program needing to be spent. In addition, ADOT has been developing a Statewide Traffic Count Program to count the state's HPMS/Functionally Classified Roads. We are now at the point we are capable of pursuing the internal program. SEAGO traffic counts will only be conducted on local roads at the request of local agencies. SEAGO receives approximately \$18,000 a year for HPMS activities. We have incorporated the internal traffic count program in our Work Program and are able to use those funds for local traffic counting. We have developed program and safety procedures for the program. They will be reviewed by our TAC at our March meeting. We have secured much of the programs' counting equipment. We have begun testing and practicing with our equipment. We expect the program to fully kick-off by April 1, 2020.

**Greenlee County Road Ownership Study (ROS):** The Greenlee County ROS is essentially completed. A comprehensive draft has been delivered to Greenlee County and is being used in its current state. The final piece of the study will be the inclusion of data from the United States Forest Service (USFS). Keith Dennis is the project liaison with the USFS. We are expecting to get the data we requested going back to the beginning of the USFS jurisdictional claims by February 7, 2019. This will allow us to incorporate the data into the study. We are targeting March, 15, 2020 to deliver the final product to Greenlee County and ADOT. SEAGO invested over 100 hours of staff research time to identify a similar project nationally that we could have used as a template for the project. We are confident that the project is unique and will have national value. We are excited to move this project forward.

I will answer any questions you may have at the meeting.

**Attachment:** None.

**Action Requested:**

Information Only

Action Requested Below