



ADMINISTRATIVE COUNCIL PACKET

MEMO TO: ADMINISTRATIVE COUNCIL
FROM: RANDY HEISS, EXECUTIVE DIRECTOR
DATE: JANUARY 29, 2020
SUBJECT: ADMINISTRATIVE COUNCIL MEETING

Please see the details below for the Administrative Council meeting date, time, and location.

Thursday, February 6, 2020 at 9 a.m.
Cochise College Benson Center
1025 Highway 90
Benson, Arizona

If you are unable to attend, please send an alternate to ensure that we will have a quorum at the meeting.

The Administrative Council 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.



ADMINISTRATIVE COUNCIL AGENDA

9 A.M., THURSDAY, FEBRUARY 6, 2020
COCHISE COLLEGE BENSON CENTER
1025 HIGHWAY 90
BENSON, ARIZONA

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE / INTRODUCTIONS	Chair Blaschke	
II. MEMBER ENTITIES' DISCUSSION (Common Critical Issues)	Chair Blaschke	
III. CALL TO THE PUBLIC	Chair Blaschke	
IV. ACTION ITEMS		<u>Page No.</u>
1. Consent Agenda		
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VII. STAFF ANNOUNCEMENTS / CURRENT EVENTS	Chair Blaschke	N/A
VIII. FUTURE AGENDA ITEMS	Chair Blaschke	N/A
IX. ADJOURNMENT	Chair Blaschke	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.

**MINUTES OF
THE ADMINISTRATIVE COUNCIL MEETING
9 A.M., THURSDAY, NOVEMBER 7, 2019
COCHISE COLLEGE BENSON CENTER
1025 HIGHWAY 90
BENSON, ARIZONA**

OFFICERS PRESENT: Williams, Matthew – Huachuca City (Chair)
Blaschke, Caleb – City of Willcox (Vice-Chair)
Skeete, Horatio – City of Safford (Treasurer)

MEMBERS PRESENT: McLachlan, Matt – City of Sierra Vista (phone)
Welker, Dustin – Graham County
Presti, Charissa - Tombstone
Coleman, Theresa - City of Bisbee (phone)
Vivian, Vicki – City of Benson
Watson, Jerene – City of Douglas (phone)
Pedroza, Luis – City of Douglas (phone)
Lewis, Sean – Town of Pima

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
Russell, Jim – Transportation Program Administrator
Laura Villa – AAA Program Director

GUESTS: Blodgett, Cathy – ADOH (phone)

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE/ INTRODUCTIONS

Chair Williams called the meeting to order at 9:07 a.m.

II. MEMBER ENTITIES' DISCUSSION

Caleb Blaschke stated Willcox is trying to maintain and upgrade all their roads and potentially interested in engineering services for some upcoming projects and is looking for contacts. **Matt McLachlan** announced there will be an MPO open house next week involving Fry Blvd.; they are looking at implementing the complete streets model from Garden to Carmichael Avenues in the redevelopment area. **Sean Lewis** stated that Pima is focusing on economic development; rezoning residential to industrial. **Dustin Welker** said Graham County is closing out the financial portion of Klondyke Road CDBG project and making a big push for a complete 2020 Census count. **Vicki Vivian** shared that they held their second annual lantern festival November 2nd and it has become one of the largest events in Benson. On the 20th, they are seeking public input to put out a bond to build a new City Hall. **Matt Williams** said that Huachuca City is working with ADEQ to close their sewer ponds this spring. ADEQ wants comparisons and they are having problems finding cities that have capped sewer ponds recently. Sierra Vista and Tombstone are collaborating to reestablish bus service in the Town with a Legacy Grant. They have created an ordinance for maintenance to backyards and alleys, and they are looking forward to utilizing CDBG funds next year. He is leaving Huachuca City at the end of December to become Deputy City Manager in

Litchfield Park; Huachuca City is seeking an interim until they fill the position permanently. **Jerene Watson** announced that Douglas has a new city planner on board, but the Public Works Director and Deputy Public Works Director positions are still vacant. Their wastewater treatment plant expansion it is nearly complete. Douglas has approved an IGA with SEAGO for technical services. **Horatio Skeete** stated that Safford is working with the County on the regional effluent water line, which will need various forms of funding. He is working with Heath Brown and Dustin Welker to create a regional linear park to bring the communities together and utilize the river banks and enhance residential experience and quality of life. **Charissa Presti** announced that Tombstone just had their 90th Helldorado Days celebration; the Old City Hall renovation top floor is completed. She said that the City took over Boot Hill Graveyard from the Chamber of Commerce and they are in process of rebranding the gift shop. They are moving forward with the Safford Street water line project to replace piping and hydrants.

III. CALL TO THE PUBLIC

No one from the public was present.

IV. ACTION ITEMS

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

Chair Williams called for a motion to approve the Consent Agenda.

MOTION: Vicki Vivian
SECOND: Caleb Blaschke
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

Dusty Robinette's daughter, who works for the Graham and Greenlee County United Way, is the person nominated to replace Dusty on the Board. Randy provided a brief rundown of her background and experience as it relates to private sector representative qualifications. Randy reminded the members that there is one vacancy for the private sector representative from Cochise County and explained that any county with population over 100,000 gets 2 representatives. Chair Williams called for a motion to recommend the appointment of Ms. Shaylee Richards to a two-year term as the Greenlee County Private Sector Representative on the Executive Board.

MOTION: Caleb Blaschke
SECOND: Sean Lewis
ACTION: **Unanimous**

3. Discussion and possible action to fill the Administrative Council Chair vacancy effective December 23, 2019

Randy thanked Chair Williams for serving and congratulated him on taking advantage of a new opportunity. Randy gave a rundown of the upcoming meetings and explained that there may be issues that need to be addressed before the upcoming election of officers in May. Randy asked whether the Council wished to handle this now or wait until the election. Matt McLachlan stated he felt there is no reason to wait and it should be filled now. Caleb Blaschke offered to step up to Chair and Ms. Vivian made the recommendation that he move into the Chair position immediately.

MOTION: Vicki Vivian
SECOND: Matt McLachlan
ACTION: **Unanimous**

Mr. Heiss pointed out that this leaves a vacancy in the Vice Chair position and asked whether the Council wanted to fill that position too at this time. Matt McLachlan made a motion to nominate Vicki Vivian to fill the vacancy in the Vice Chair position.

MOTION: Matt McLachlan
SECOND: Matt Williams
ACTION: **Unanimous**

4. 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 explained that the Governor's office is very strongly behind ratification of the USMCA. The information for the resolution was taken directly from USMCAnow website. Between 2015 and 2017, Arizona exported \$10.5 billion in trade to Mexico and Canada. The agreement affects 228,000 jobs in Arizona and 2 million jobs across the country. He stated that if approved, he will be turning the resolution over to Arizona-Mexico Commission and the Governor's office to use as a tool to advance ratification in Congress. Chair Williams called for a motion to recommend approval of Resolution 2019-04 to the Executive Board.

MOTION: Caleb Blaschke
SECOND: Vicki Vivian
ACTION: **Unanimous**

5. 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)

Randy explained that while this Resolution is presented every year, he did make some modifications to the Resolution, including the request to index the gasoline tax to inflation; and explore alternative funding mechanisms for transportation. He stated that in addition to the Resolution in the past, he had worked to develop a Transportation Issues Position Statement. This year, he had intended to work with SEAGO staff to develop a much broader Policy Principles document that covers all programs, but was unable to do so due to the effort to execute a successful Rural Transportation Summit. He now hopes to have this ready for consideration at the

February meeting. Mr. Blaschke stated he believes it is a good start. He supports the Resolution and believes communities should develop a one page letter listing the conditions of their roads which may garner more attention to the problem. Mr. Welker believes it needs to happen and thinks SEAGO support is important. Chair Williams stated everyone needs an increase in HURF funds and called for a motion to recommend approval of Resolution 2019-05 to the Executive Board.

MOTION: Dustin Welker
SECOND: Horatio Skeete
ACTION: **Unanimous**

6. 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

Jim Russell explained SEAGO receives funds to provide statewide training for 5310 programs. He stated they are constantly looking for ways to be more efficient. In discussion with the Northern Arizona Intergovernmental Public Transportation Authority (NAIPTA), SEAGO found that they had training personnel who were capable of delivering the training program in the northern part of the state. He explained that the IGA creates a partnership between the two agencies for this purpose. Matt McLachlan asked if it is required training and if the training can be provided more cost effectively. Mr. Russell explained the collaboration would allow at least 4 of the 16 trainings currently done by SEAGO to be done by NAIPTA staff without the additional travel expenses. Chair Williams called for a motion to recommend approval of Resolution No. 2019-06 to the Executive Board.

MOTION: Vicki Vivian
SECOND: Matt McLachlan
ACTION: **Unanimous**

V. INFORMATION ITEMS

A. Future Meeting Dates

Mr. Heiss advised there are no conflicts with the ACMA conference in February or League of Towns and Cities conference in August this year as sometimes happened in the past. However, he noted that the May 22nd Executive Board meeting falls on the Friday before the Memorial Day weekend and advised it may be rescheduled. He announced the next Administrative Council meeting will be February 6th. He also explained the purpose of the Administrative and Executive Committees meeting and stated that there may be a Resolution authorizing the Executive Director to enter into IGAs for Technical Services for consideration by the Joint Committees December 5th.

B. Report on 21st AZ Rural Transportation Summit

Mr. Heiss provided a summary of the RTS and declared that it was an overwhelming success. The only disappointing issue was that SEAGO wasn't able to hold the event in their region because of its size. Casino Del Sol did an amazing job. 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. More 393 people attended and feedback was very positive. The event generated approximately \$131,259 in revenue; and after stated expenditures, there is about \$43,500 in profit. Although the event was successful, he recommends SEAGO not host it again unless certain issues he has raised get addressed. There is not a shared risk between the Summit host and RTAC and there is always potential for the host to lose money and that would come out of fund balance. He also noted that there needs to be much more involvement from the RTAC liaison in the future. On a positive note, he believes the success of the Summit elevated SEAGO in the eyes of their counterparts and other agencies around the state. Mr. Blaschke asked if SEAGO staff time was included in the expenditures. Randy explained that it was not as SEAGO used funds from state planning and research for transportation which is an eligible use of these funds. Chair Williams stated that he attended and thought SEAGO did a tremendous job.

C. Strategic Plan Implementation Progress Report

Mr. Randy Heiss reminded the Council why SEAGO skipped the semi-annual update to the Strategic Plan last February, which was due to two major one-time projects. Mr. Heiss explained that last time, the Administrative Council stayed after their February meeting, and the Executive Board joined them to work through the afternoon, then convened again the next day to finish up the retreat. Several members supported that this be done again. Randy stated he would send out a calendar invitation for the February 2020 retreat. He then provided an update to the current Goals and Tactics and responded to questions.

D. Quarterly Finance Report

Ms. Dina Curtiss provided a report on SEAGO finances and responded to questions. Chair Williams suggested that an entry be added on the report showing the percentage of time that has passed in the Fiscal Year and a comparison of expenses and revenue during that time.

E. AAA Program Updates

Ms. Laura Villa provided an update on AAA programs and responded to questions. Matt Williams mentioned the open house of the reopening of their senior center and he thanked SEAGO staff for being involved. Mr. Heiss commended Ms. Villa on her passion for the programs and for keeping the ship running while having temporarily lost 40% of her staff due to a traffic accident.

F. CDBG Colonias Presentation

Mr. Keith Dennis introduced Cathy Blodgett from ADOH on the phone and he provided an overview of the Colonias grant funding opportunities and responded to questions. Mr. Blaschke asked if rehabilitating a public swimming pool would be eligible for Colonias funds. Mr. Dennis responded that he will have to check. Mr. Heiss stated he believes the problem with pools is proving that 50% of the low to moderate population would be served. Sean Lewis suggested trying ADA. Mr. Heiss complimented Mr. Dennis on his vision to capture more of these funds in the SEAGO region.

G. SEAGO Economic Development District Report

Mr. Larry Catten provided an update on Economic Development activities and responded to questions. Mr. Heiss commended Mr. Catten for his leadership with the target industry studies.

H. Transportation Program Updates

Mr. Jim Russell provided an update on Transportation Programs and responded to questions.

VI. RTAC REPORT

Kevin Adam was not present; however, he prepared a legislative update which was distributed.

VII. STAFF ANNOUNCEMENTS / CURRENT EVENTS

Chair Williams thanked SEAGO staff for their help and expressed his pleasure at working with them. He also extended an invitation to visit/contact him at his new position.

VIII. FUTURE AGENDA ITEMS

Mr. Heiss stated there was a request to revisit rotating the Administrative Council meetings around the region at the request of Jerene Watson; the aforementioned Policy Principles document; and hopefully, the results from the FY 2019 audit. Mr. Dennis stated he will be bringing a report on the completion of the Greenlee County Road Study to a future meeting.

IX. ADJOURNMENT

Chair Williams called for a motion to adjourn the meeting and the meeting was adjourned at 11:29 a.m.

MOTION: Vicki Vivian
SECOND: Caleb Blaschke
ACTION: Unanimous



ADMINISTRATIVE COUNCIL PACKET

MEMO TO: ADMINISTRATIVE COUNCIL
THROUGH: RANDY HEISS, EXECUTIVE DIRECTOR
FROM: LAURA VILLA, AREA AGENCY ON AGING PROGRAM DIRECTOR
DATE: JANUARY 29, 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 16th, 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.

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 recommend approval of the nominations for Mr. Jaime Aguilar to fill the vacant position for Greenlee County unincorporated, and for Mr. David Morse to fill the vacant position for the City of Safford on the Advisory Council on Aging.



ADMINISTRATIVE COUNCIL PACKET

MEMO TO: ADMINISTRATIVE COUNCIL
FROM: RANDY HEISS, EXECUTIVE DIRECTOR
DATE: JANUARY 29, 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.

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

Attachments: None.

Action Requested: Information Only Action Requested Below:

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



ADMINISTRATIVE COUNCIL PACKET

MEMO TO: ADMINISTRATIVE COUNCIL
FROM: RANDY HEISS, EXECUTIVE DIRECTOR
DATE: JANUARY 29, 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.

As Administrative Council members, your wisdom, thoughts and suggestions are valued and we hope you will help us further refine this document before presenting it to the Executive Board for consideration. 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 recommend that the Executive Board approve (amend or reject) the SEAGO Policy Principles 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 the expansion of the SEAGO Regional Technical Services Center.
- 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 the amount of Colonias funding awarded 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.



ADMINISTRATIVE COUNCIL PACKET

MEMO TO: ADMINISTRATIVE COUNCIL
THROUGH: RANDY HEISS, EXECUTIVE DIRECTOR
FROM: CHRIS VERTREES, TRANSPORTATION PROGRAM ADMINISTRATOR
DATE: JANUARY 29, 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.

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 recommend approval of Resolution No. 2020-01 to the Executive Board.



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

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Bisbee, AZ 85603

520-432-5301

520-432-5858 Fax

Area Agency on Aging Office

300 Collins Road

Bisbee, AZ 85603

520-432-2528

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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



ADMINISTRATIVE COUNCIL PACKET

MEMO TO: ADMINISTRATIVE COUNCIL
FROM: RANDY HEISS, EXECUTIVE DIRECTOR
DATE: JANUARY 29, 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.

Administrative Council	Executive Board
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:

Combined Administrative and Executive Committee Meetings (telephonic)
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:



ADMINISTRATIVE COUNCIL PACKET

MEMO TO: ADMINISTRATIVE COUNCIL
FROM: RANDY HEISS, EXECUTIVE DIRECTOR
DATE: JANUARY 29, 2020
SUBJECT: IMPLEMENTATION OF STRATEGIC PLAN GOALS

As you know, the [FY 2018 - 2022 SEAGO Strategic Plan Update](#) was approved by the Administrative Council and Executive Board at the May 2017 meeting and became effective July 1, 2017. For your information, below is a brief update on the progress staff has been able to make since our November meetings:

Goal 1: Expand SEAGO services to member entities and constituents

***Tactic A – Increase the Capacity of the Community Development Program:* NO CHANGE**

Since assuming the duties of CDBG Program Manager in March 2019, Keith Dennis has continued to build the CDBG program's capacity. Heather Glenn, who is now a full-time Office Assistant at the SEAGO Main Office, has completed training to perform labor standards monitoring for the CDBG program and is able to begin to learn the environmental review process when needed. This will free up time in Keith's schedule to pursue other roles and funding possibilities to the benefit of our member entities. In addition, SEAGO has entered into an agreement with the Water Infrastructure Finance Authority to oversee construction procurement and perform labor standards monitoring on WIFA-funded projects within 150 miles of our Bisbee offices. We hope this will become a new enterprise for SEAGO and enable us to build additional capacity in the CDBG program, while providing a new source of unrestricted funds.

Tactic B - Conduct Region-Wide Target Industry Analysis: Target Industry Studies in Graham and Greenlee Counties, funded by Freeport-McMoRan Foundation Community Investment Fund and the Graham and Greenlee United Way, have both been completed. There were funds remaining from both grants that will most likely be used in implementing the strategic plans in these studies (see EDD report). In addition, SEAGO continues to manage the USDA-funded REDI Grant planning process that is studying the development of regional collaboration opportunities between Graham and Greenlee Counties for implementing the target industry strategic plans, along with other potential economic development collaboration opportunities. Although our Economic Development Program Manager continues his efforts to stimulate interest in conducting similar studies in other parts of the region, these have not yet come to fruition. There has been interest from Bisbee, Huachuca City, and Nogales, but for varying reasons these communities have not yet committed to advancing these initiatives. We will keep you posted on progress in future reports and meetings.

Tactic C - Develop and Market New Transportation Program Services: SEAGO has been pursuing an internal traffic count program for the past two years. It has been delayed several times due to the need to spend remaining STP funds on a Region-Wide Traffic Count Program. In addition, ADOT has been developing a Statewide Traffic Count Program to count the state's HPMS/Functionally Classified Roads. We are now at a point where we are capable of pursuing the internal program. SEAGO's program will only conduct traffic counts 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 which will be

reviewed by our TAC at their March meeting. We have secured much of the program's counting equipment and have begun testing and practicing with our equipment. We expect the program to fully kick-off by April 1, 2020. In addition, SEAGO continues to position itself to provide GIS services for our member agencies. GIS software was purchased in FY 2018 and John Merideth has continued to expand his knowledge, skills and experience working with the software while growing our GIS data bases, which now include regional crash data and will soon include traffic count locations and associated data.

Tactic D - Kick Off Regional Technical Services Center: The Regional Technical Services Center, formally established by the Executive Board at their meeting on March 14, 2019, received its first request for services. The services requested are for a preliminary engineering cost estimate to extend water and sewer services to the new Douglas commercial LPOE that is being planned on property west of the City. The City of Willcox is also interested in engineering services through the RTSC. In order to expedite the IGAs necessary for services through the RTSC, on December 5th, the Administrative and Executive Committees approved Resolution No. 2019-07, authorizing the Executive Director to execute IGAs related to the RTSC on behalf of SEAGO. As time allows, SEAGO will identify additional technical services that can be developed internally or offered through cooperative purchasing agreements with state and local agencies to broaden the range of services to our member agencies.

Tactic E - Conduct Feasibility Analysis of Consolidated Regional Human Services: **NO CHANGE.** As previously reported, the SouthEastern Arizona Community Action Program (SEACAP) Strategic Plan was adopted by their Board on September 19, 2018. The Strategic Plan does mention consolidation as one of the strategies supporting the strategic objective of "Refocusing mission in a changing environment by proactively embracing change". The strategy is to "**Hold meetings to focus on top important projects (public and private) – Consolidation**". The context of this strategy could be in the following statement found elsewhere in the document:

"The importance of addressing barriers associated with meeting basic needs, becoming self-sufficient and living independently were highly emphasized. These were 1) reliable transportation, **2) integration of social services**, 3) ability to qualify for employment, 3) early integration of post-secondary education, 4) access to childcare and associated costs, 5) community participation, 6) education, 7) less recidivism, 8) more diverse funding."

It will be necessary to engage with SEACAP Board members determine whether this strategy would support a feasibility study of consolidating regional human services under a single agency. I recently had the opportunity to engage with leadership at ADES-DAAS on the idea of a consolidation feasibility study, and received encouraging feedback as it aligns perfectly with strategic initiatives being pursued internally at the agency. I will be looking for an opportunity to revisit that conversation in the coming months.

Tactic F - Create a Region-Wide Economic Development Data Portal: **NO CHANGE.** U.S. Economic Research has created economic development data portals for [Cochise](#), [Graham](#), [Greenlee](#) and [Santa Cruz](#) Counties that are complete and on line. The portals for Cochise and Santa Cruz include information from all of the local jurisdictions in those counties. The company also recently launched economic development websites for the [Town of Thatcher](#) and the [City of Safford](#). Click the hyperlinks above to browse these sites and see the assets these communities have to offer. In addition, through a partnership with USEconomicResearch.com, SEAGO has posted an abundance of resources for the entire region on our Economic Development webpage at <https://southeastarizonaeconomy.com/>.

Goal 2: Enhance awareness of SEAGO and the value of its services

Tactic A - Improve Service Delivery in the Family Caregiver Support Program: As previously reported, Karen Enriquez joined the SEAGO AAA team as our new Care Coordinator on July 8th and had been doing an amazing job moving the FCSP forward until she was sidelined by an automobile accident. While she had been out of service for several months to recover, she is now

back at work and ready to continue assisting our caregivers throughout the region. Karen can be reached at (520) 432-2528, Extension 221, or kenriquez@seago.org.

Tactic B - Convene and Facilitate Regional Continuum of Care (CoC) Planning Group: There was a change in leadership at the Good Neighbor Alliance – the lead agency involved in Continuum of Care planning in Cochise County. New leadership at GNA had expressed earlier that they were interested in SEAGO becoming the county-wide CoC coordinating agency, but they’ve since decided that they will continue in that role for the time being. At the present time, we are unaware of any CoC planning activities taking place elsewhere in the SEAGO region. SEAGO remains open to exploring what would be required should we become the CoC coordinating agency in Cochise County and/or region wide. We will report back on what we learn.

Tactic C - Organize Volunteers for Housing Rehabilitation Projects: **NO CHANGE**. Efforts to address lack of affordable housing in the Bisbee area and the Cochise County subregion have begun to move forward with meetings between the City, Habitat for Humanity, and Step-Up, Bisbee-Naco. It’s unclear precisely what, if any role SEAGO can play in these efforts, but we remain willing to offer technical assistance and administration of housing rehabilitation projects using CDBG Regional Account, State Special Projects, Colonias Set-Aside funds or other funding sources available through the Arizona Department of Housing in Bisbee or any other community throughout our region if and when there is an interest in doing so.

Tactic D - Continue Current Public Information and Outreach Activities in Regional Newspapers: Temporarily paused in order to make progress on other tactics.

Goal 3: Advance economic competitiveness and sustainability

Tactic A - Increase the Capacity of the Community Development Program: Same as Goal 1, Tactic A.

Tactic B - Conduct Region-Wide Target Industry Analysis: Same as Goal 1, Tactic B.

Tactic C - Kick Off Regional Technical Services Center: Same as Goal 1, Tactic D.

Tactic D - Conduct Feasibility Analysis of Consolidated Regional Human Services: Same as Goal 1, Tactic E.

Tactic E - Create a Region-Wide Economic Development Data Portal: Same as Goal 1, Tactic F.

Attachments: None

Action Requested: Information Only Action Requested Below:



ADMINISTRATIVE COUNCIL PACKET

MEMO TO: ADMINISTRATIVE COUNCIL
THROUGH: RANDY HEISS, EXECUTIVE DIRECTOR
FROM: DINA CURTISS, ACCOUNTING MANAGER
DATE: JANUARY 29, 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 3rd, 4th, & 5th 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 21st.

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



ADMINISTRATIVE COUNCIL PACKET

MEMO TO: ADMINISTRATIVE COUNCIL
THROUGH: RANDY HEISS, EXECUTIVE DIRECTOR
FROM: LAURA VILLA, AREA AGENCY ON AGING PROGRAM DIRECTOR
DATE: JANUARY 29, 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 March 24 and 25, 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	Deliver Area Plan to DAAS no later than May 1



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 for more details.

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 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 DivisIÓN 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-1349A FLY (12-19)



SAVE THE DATE

11 February – 13 March 2020



"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 Administrative Council Mtg 2-6-20

2020 Aging Summit

Aging Reimagined

Become A Sponsor

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

Revised: 1/8/20



ADMINISTRATIVE COUNCIL PACKET

MEMO TO: ADMINISTRATIVE COUNCIL
THROUGH: RANDY HEISS, EXECUTIVE DIRECTOR
FROM: LARRY CATTEN, ECONOMIC DEVELOPMENT PROGRAM MANAGER
DATE: JANUARY 29, 2020
SUBJECT: RECENT ECONOMIC DEVELOPMENT ACTIVITY

The purpose of this memorandum is to advise the Administrative Council 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.

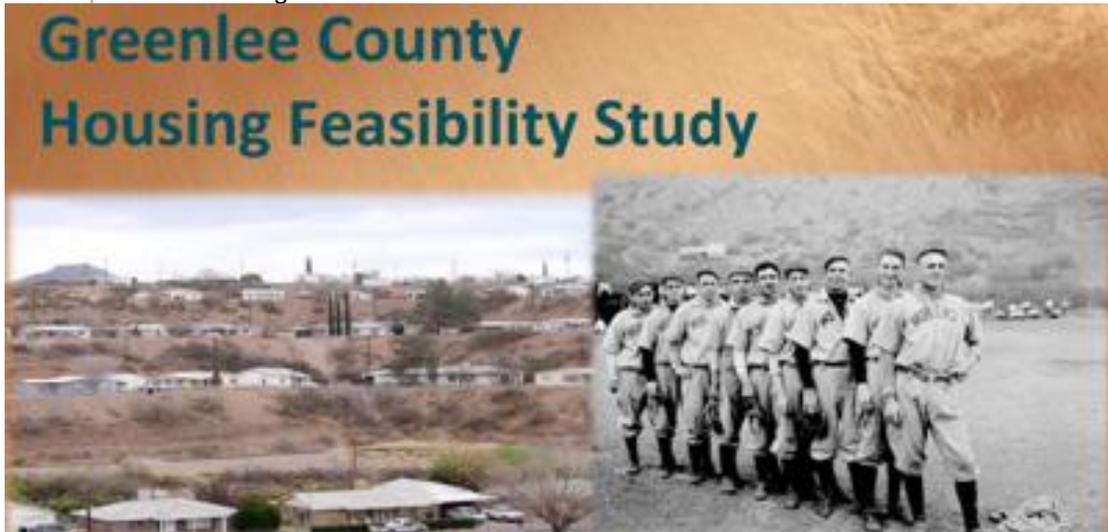
Nogales - The SEAGO Economic Development Program Manager met with Mayor Garino and acting City Manager John Kissinger, to discuss the intent of the target industry study and strategic planning, and the process that would be initiated to complete the study and strategic plan. To date, SEAGO has not been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

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.



ADMINISTRATIVE COUNCIL PACKET

MEMO TO: ADMINISTRATIVE COUNCIL
THROUGH: RANDY HEISS, EXECUTIVE DIRECTOR
FROM: CHRIS VERTREES, TRANSPORTATION PROGRAM ADMINISTRATOR
DATE: JANUARY 29, 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