



EXECUTIVE BOARD PACKET

MEMO TO: EXECUTIVE BOARD
FROM: RANDY HEISS, EXECUTIVE DIRECTOR
DATE: FEBRUARY 16, 2023
SUBJECT: EXECUTIVE BOARD MEETING

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

Friday, February 24, 2023 at 10:00 a.m.

In-Person:

**[Board of Supervisors Conference Room,
1415 West Melody Lane, Building G
Bisbee, Arizona](#)**

Via Zoom:

<https://us02web.zoom.us/j/81454803484>

Meeting ID: 814 5480 3484

Phone-in Option, Dial: +1 346 248 7799 US (Houston)

The February 2023 Executive Board meeting is graciously hosted by Supervisor Ann English at the Cochise County Board of Supervisors conference room. ***The address listed above is also a link to a Google Map showing the meeting location.*** This will be a hybrid meeting. Anyone wishing to attend in person may do so with no limitations on the number attending. Anyone unable to attend in person may participate via Zoom. Members of the public will not be allowed to attend in person but are welcome to join the meeting via Zoom.

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 are unable to participate, please designate an alternate to participate on your behalf to ensure we have a quorum at the meeting.

If you have any questions, please call me at (520) 432-5301 Extension 202, or (520) 678-3220. You can also send an e-mail to rheiss@seago.org.



EXECUTIVE BOARD AGENDA

10:00 A.M. FRIDAY, FEBRUARY 24, 2023
IN-PERSON AND VIA ZOOM (see Cover Letter for Zoom details)
[1415 WEST MELODY LANE, BUILDING G, BISBEE, AZ](#)

I. CALL TO ORDER / PLEDGE OF ALLEGIANCE / INTRODUCTIONS	Vice-Chair Gomez	
II. MEMBER ENTITIES' DISCUSSION (Common Critical Issues)	Vice-Chair Gomez	
III. CALL TO THE PUBLIC	Vice-Chair Gomez	
IV. ACTION ITEMS		<u>Page No.</u>
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2. Election of Officers for Calendar Year 2023	Randy Heiss	9
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4. Discussion and possible action to authorize staff to publish a Request for Proposals for a Compensation Study	Randy Heiss	12
5. Discussion and consideration of Resolution No. 2023-01 serving notice of SEAGO's intention to de-designate as a planning agency under Section 208 of the Clean Water Act	Randy Heiss	13
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VII. STAFF ANNOUNCEMENTS / CURRENT EVENTS	Vice-Chair Gomez	N/A
VIII. FUTURE AGENDA ITEMS	Vice-Chair Gomez	N/A
IX. ADJOURNMENT	Vice-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 Diane Becerra 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 Diane Becerra 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 Diane Becerra al número (520) 432-5301, extensión 207, por lo menos setenta y dos (72) horas antes de la conferencia.



EXECUTIVE BOARD PACKET

MEMO TO: EXECUTIVE BOARD
FROM: RANDY HEISS, EXECUTIVE DIRECTOR
DATE: FEBRUARY 16, 2023
SUBJECT: ADMINISTRATIVE COUNCIL ATTENDANCE

This memorandum provides information about the number of Administrative Council members or their delegates attending their February 9th meeting and the manner of their participation in said meeting:

Member Entity Representative	In-Person	Electronic
Number of Administrative Council members present and voting:	7	7
Batty, Vernon – Town of Pima	1	0
Bigman, Barney – San Carlos Apache Tribe	0	1
Blaschke, Caleb – City of Willcox	0	1
Brown, Heath – Town of Thatcher (Secretary)	1	1
Cassella, John – City of Safford	1	0
Coxworth, Dan – Cochise County (Chair)	0	0
Dickie, Edward- City of Nogales	1	0
Hinton, Terry – Town of Duncan	0	1
Harvey, Suzanne – Town of Huachuca City (Stephanie Fulton)	1	0
McLachlan, Matt – City of Sierra Vista	0	1
Pauken, Steve - City of Bisbee	0	0
Perez, Rudy – Town of Clifton	0	0
Presti, Charissa – Tombstone	0	0
Rapier, Derek – Greenlee County (Treasurer)	0	1
Robinson, Ronald – Town of Patagonia (Vice-Chair)	0	0
St. John, Jennifer – Santa Cruz County	0	0
Urquijo, Ana – City of Douglas	0	1
Vivian, Vicki – City of Benson	1	0
Welker, Dustin – Graham County	1	0

Notes: None

Attachments: None.

Action Requested: Information Only Action Requested Below:

**Draft MINUTES OF
THE EXECUTIVE BOARD MEETING
10 A.M., FRIDAY, NOVEMBER 18, 2022
VIA ZOOM
NOGALES CITY HALL
777 NORTH GRAND AVENUE, NOGALES, AZ 85621**

OFFICERS PRESENT: Garino, Arturo - City of Nogales (Chair) **(In-Person)**
Budge, Ken - City of Bisbee (Treasurer) **(Zoom)**
Gomez, David - Greenlee County (1st Vice-Chair) **(Zoom)**
Ortega, Richard - City of Safford (2nd Vice-Chair) **(Zoom)**

MEMBERS PRESENT: Ahmann, Steve - Greenlee County Private Sector Representative **(Zoom)**
Barlow, Bill - City of Tombstone **(In-Person)**
Blake, Titus – Town of Duncan **(Zoom)**
Bracker, Bruce - Santa Cruz County **(In-Person)**
Budd, David - Santa Cruz County Private Sector Representative **(Zoom)**
David, Paul - Greenlee County **(Zoom)**
English, Ann - Cochise County **(Zoom)**
Floyd, Heather - Cochise County Private Representative **(In-Person)**
Lopez, Ed - Graham County Private Sector Representative **(Zoom)**
Montoya, Luis – Town of Clifton **(Zoom)**

STAFF PRESENT: Curtiss, Dina - Accounting Manager **(Zoom)**
Dennis, Keith - Community Development Program Manager **(In-Person)**
Heiss, Randy - Executive Director **(In-Person)**
Merideth, John - GIS Analyst **(Zoom)**
Peterson, Stephen - Economic Development Program Manager **(In-Person)**
Vertrees, Chris - Transportation Program Administrator **(In-Person)**

GUESTS: Adam, Kevin- RTAC **(In-Person)**

I. CALL TO ORDER/ESTABLISH QUORUM

Randy Heiss read off the names of those present at the meeting – a quorum was established.

II. MEMBER ENTITIES' DISCUSSION

Supervisor Ann English, Cochise County, stated that she never wants to miss an opportunity to thank the Board for the support SEAGO has shown for the Douglas Port of Entry project. SEAGO has supported the project from the beginning and when it's finished it will be a boon for all of the counties, all of Southeast Arizona, and the State of Arizona.

III. CALL TO THE PUBLIC

No one from the public was present.

IV. ACTION ITEMS

1. Consent Agenda
 - a. Approval of the August 19, 2022, minutes

Chair Garino called for a motion to approve the minutes. Bruce Bracker made the motion; Second by Councilman Bill Barlow.

MOTION: Bruce Bracker
SECOND: Bill Barlow
ACTION: Unanimous

2. Discussion and possible action to recommend approval of the proposed Calendar Year 2023 SEAGO Policy Principles

Randy Heiss pointed out the memo on Page 5 of the packet that indicates the members of the Administrative Council attending the November 3rd meeting and voting on recommendations made to the Executive Board for matters under consideration at today's meeting. He then presented the updates that staff has recommended for the Calendar Year 2023 Policy Principles. Randy explained that the updates to the Calendar Year 2023 Policy Principles are minor again this year. He explained that these principles enable SEAGO staff with talking points 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 constituents. Randy then offered to answer any questions.

Supervisor Paul David from Graham County suggested the group consider adding a strategy to study zoning changes to accommodate higher density, infill, or facilitating auxiliary housing units. He asked that the Principle be a little more specific, instead of just support initiatives to increase affordable housing stock. Randy responded that he thought this an excellent idea. However, he mentioned nearly the same language appears in our strategic planning matrix and he suggested that there's an opportunity to insert the idea of exploring zoning changes to support higher density, etc. as tactics for Community Development to pursue. Supervisor David agreed this would be satisfactory.

Supervisor Bruce Bracker made a motion to approve the proposed update to the Calendar Year 2023 SEAGO Policy Principles; second by Councilman Bill Barlow.

MOTION: Bruce Bracker
SECOND: Bill Barlow
ACTION: Unanimous

3. Discussion and possible action relating to the recruitment process for the next SEAGO Executive Director

Randy Heiss presented the two paths the Board could consider in recruiting the next Executive Director; recruiting internally from SEAGO staff, or casting a broad net to recruit someone external to the organization. For the internal option, he strongly recommended the Board consider Chris Vertrees and proceeded to outline some of the many accomplishments Chris has achieved during his many years of service with SEAGO. He stated that both options have their own sets of pros and cons but he encouraged the Board to explore the internal option first and time internal recruitment efforts such that if they still wished to look for external candidates, there would be ample opportunities to do so before he retires. At this point, Randy paused to gather feedback from the Board members as to their preference.

Chair Garino described some of his experiences with recruiting external candidates for management positions within the City of Nogales and agreed that internal recruitment may be the Board's best option. Supervisor Paul David pointed out that Chris has done excellent work in the Transportation program and has been delegated responsibility for oversight of the AAA operations to broaden his understanding of those programs. Although he understands the optics of internal recruitment can be a concern for individuals looking from outside the organization, he stated he is much more concerned about the success of SEAGO and supports the internal recruitment option.

Supervisor Ann English stated that while she believes it's important to look at the staff available internally, she also noted that it's a big jump from a program management role to a leadership role. She suggested that they should move forward with giving Chris an opportunity and determine how he relates to that kind of growth, as being in charge of the whole organization is different and requires a different persona.

Councilman Bill Barlow stated that he has a lot of respect for the work that Chris has done and would support whatever decision the Board makes. But he also pointed out that if the Board never looks at who may be available externally, they will never know if they made the best decision.

Mayor Luis Montoya expressed that Chris is more than qualified to assume the responsibility, but asked if there were others internal to SEAGO that might be interested in the position. Randy suggested that there was at least one other individual at SEAGO that could possibly do the job but he was putting Chris forward based on his assessment of all of those on the SEAGO team. Mayor Montoya stated that he felt it would be in our best interest, out of fairness, and for the morale of our employees for all staff to be given an opportunity to throw their hat in the ring. Vice-Mayor Richard Ortega agreed that while he is comfortable with Chris, he feels that it would be better to open it up, to give everybody a chance to apply.

Supervisor Bruce Bracker agreed that Chris appears well qualified for the position but noted some of the comments about the leadership role Chris would be assuming and wondered if Randy could provide information relating to Chris's leadership training and experience. Randy offered that Chris is a graduate of ASU's Certified Public Manager Program that has at least one module that focuses exclusively on leadership. He also pointed out that Chris served in the Air Force and developed a lot of leadership characteristics from that experience. And he had served as an officer with the Arizona Department of Corrections - also a leadership role. Randy stated that it was his opinion that Chris has the leadership characteristics to become the next SEAGO Director. Supervisor Bracker asked if there was funding in SEAGO's budget for continuing education and leadership education. Randy responded that there will be next year.

Supervisor David Gomez stated that he had been with SEAGO for quite some time and had dealt with Chris in his performance with SEAGO and felt he'd be an excellent choice for this position. So it was his opinion the internal option would be the best option for SEAGO especially with Randy still being here for the amount of time that he's going to be here and bringing Chris under his wing.

Private Sector Representative David Budd commented that it's not uncommon for a subcommittee of the Board to handle the recruitment process so the full Board doesn't necessarily need to be involved in screening candidates. He asked if anybody thought a committee looking at this could be an idea. Randy thanked Mr. Budd for his comment and stated it was the Executive Committee who led the recruitment process when he was hired. It was this Committee who updated the job description, created the job announcement and screened the initial applicants down to a short list of candidates to be interviewed by the Executive Board. But that doesn't mean it has to be just those people if there were others who had an interest in participating in the process. He stated he'd be happy to send an email to the Board asking for others to respond if they're interested. Supervisor Bracker suggested that he would be in favor of forming a small committee that would meet in the first quarter of next year to look at the internal recruitment option in time to look at outside recruitment if needed, and if not, then provide a good transition period for Chris. This could be the Executive Committee and maybe two or three others who wanted to participate.

Mayor Ken Budge stated that he would like to see a resume for any parties interested in the job regardless if internal or external. And in order to determine the applicants' qualifications, he would like to have a current copy of the Executive Director job description.

Supervisor Bracker made a motion to form a seven member committee that includes the Executive Committee and three other members of the Executive Board to look at the internal applicants for the Executive Director position and report back to the Executive Board in the first quarter of 2023; Second by Chair Arturo Garino.

MOTION: Bruce Bracker
SECOND: Arturo Garino
ACTION: Unanimous

4. Discussion and possible action to recommend approval of Resolution No. 2022-04 establishing SEAGO's Rural Regional Priority List of transportation projects for consideration for funding by the Arizona Legislature

Chris Vertrees explained the process used by the TAC to establish the RTAC Rural Regional Priority Projects list for the SEAGO region. He further explained that Resolution 2022-04 expresses SEAGO's desire to include this list of priority projects in the RTAC Rural Regional Priority List and urges the Legislature to enact legislation appropriating State General Fund revenues for the projects included in the RTAC Greater Arizona Regional Priority Project List. Chris offered to answer any questions.

Supervisor Paul David pointed out that while Cochise and Greenlee counties did not have projects on the list under consideration, they do have projects on the SEAGO TIP and those projects have more certainty of being funded than the projects on this list. Kevin Adam explained the legislative process that the proposed projects will be subject to and that stated that engaging the legislative delegation to advocate for specific projects on the list will be key to success.

Supervisor Bracker made a motion to approve Resolution No. 2022-04 establishing SEAGO's Rural Regional Priority List of transportation projects for consideration for funding by the Arizona Legislature; Second by Private Sector Representative Heather Floyd

MOTION: Bruce Bracker
SECOND: Heather Floyd
ACTION: Unanimous

5. Discussion and possible action to recommend approval of the 2022 CDBG Regional Account applications.

Keith Dennis gave an overview of the CDGB Regional Account projects (Benson, Clifton, Safford, and Santa Cruz County) that were awarded for fiscal year 2022, along with two Colonias set-aside projects (Bisbee and Patagonia) and one State Special Projects set-aside project (Tombstone) that were also awarded. Keith explained the SEAGO bylaws require Executive Board approval of fees and/or assessments such as those charged for application preparation or administration of new CDBG contracts by SEAGO for member entities and offered to answer any questions.

Supervisor Bruce Bracker made a motion to approve the 2022 CDBG Regional Account applications; Second by Private Sector Representative Heather Floyd.

MOTION: Bruce Bracker
SECOND: Heather Floyd
ACTION: Unanimous

6. Discussion and possible action to recommend approval of Resolution No. 2022-05 authorizing the development of a coalition of private and public entities to build a Bi-National Workforce Program and diversify regional talent pools

Stephen Peterson explained the purpose of the Resolution was to request approval for the formation of a coalition to develop a Bi-National Workforce Program. The intent is to diversify the regional talent pool by supporting the recruitment of technically skilled workers residing in Sonora, Mexico, whom are either US Citizens, or qualify for temporary work visa programs. Many the region's major employers are unable to recruit qualified applicants and the hope is establishing the program will help employers fill critical vacancies with workers with degrees or technical certifications earned in Mexico that can be converted to US degrees or technical certifications. Stephen offered to answer any questions.

Mayor Luis Montoya asked if the amount of the fee to participate in the program had been determined, and if so, how much was the fee. Stephen Peterson indicated that the group he's been working with had suggested a fee of \$5,000. Mayor Montoya asked if Freeport MacMoRan had been approached to

participate in the program. Stephen responded that they had not been approached to date but they intend to engage them as the program is developed.

Private Sector Representative David Budd asked Stephen if he foresaw any political opposition to the program. Stephen acknowledged that it was certainly possible and he would prepare to face that. Supervisor Ann English stated that she anticipated that there would be political opposition to the program but it was still worth pursuing.

Supervisor Bruce Bracker made a motion to approve Resolution No. 2022-05 authorizing the development of a coalition of private and public entities to build a Bi-National Workforce Program and diversify regional talent pools; Second by Private Sector Representative Heather Floyd.

MOTION: Bruce Bracker

SECOND: Heather Floyd

ACTION: Unanimous

V. INFORMATION ITEMS

A. Future Meeting Dates

Randy Heiss mentioned that the next meeting of the Executive Board will be held February 24, 2023. He also mentioned that there would likely be a need for the Administrative – Executive Committees to meet December 1st telephonically to conduct program related, time sensitive business between regular meetings of the Administrative Council and Executive Board. He asked the officers to please mark their calendars.

B. Strategic Plan Progress Report

Randy Heiss gave a brief overview of the Strategic Planning retreat to be held following the February 9th meeting of the Administrative Council and continuing on February 10, 2023. He then went through the matrix of Strategic Plan objectives and tasks that staff had prioritized for consideration at the retreat and asked for any feedback or suggestions.

C. Quarterly Finance Report

Dina Curtiss provided an update on SEAGO finances and responded to questions.

D. Community Development Report

Keith Dennis provided an update on Community Development Programs and responded to questions.

E. SEAGO Economic Development District Report

Stephen Peterson provided an update on Economic Development and responded to questions.

F. AAA Updates

Randy Heiss provided an update on AAA programs and responded to questions.

G. Transportation Program Updates

Chris Vertrees provided an update on Transportation Programs and responded to questions.

VI. RTAC REPORT

Kevin Adam provided an update and responded to questions.

VII. STAFF ANNOUNCEMENTS / CURRENT EVENTS

Randy Heiss announced that Marisa De La Cruz had moved on from SEAGO with her last day being November 11, 2022. He also mentioned that SEAGO received a request from the Arizona Eastern Railroad; they would like SEAGO to be the applicant for a Federal Railroad Administration grant to help finance to improvements to their infrastructure to make it more resistant to climate change. Randy stated that SEAGO was working with AZER on an agreement that would compensate SEAGO for administration of the grant if awarded and to protect SEAGO from having to contribute matching funds or bear the expense of any cost overruns on the project. He also mentioned that he was meeting with the other rural COGs to develop strategies to pursue with the new Governor such as updating the State Travel Policy, permanent increases for direct care workers, and the RTAC priority projects legislation.

VIII. FUTURE AGENDA ITEMS

Randy Heiss reminded the Board that the next meeting will include the annual election of Executive Board officers. He also stated that he intends to bring an agenda item to de-designate SEAGO as the regional Water Quality Management Agency. And he mentioned that an update to SEAGO's classification and compensation plan is badly needed due to the lack of competitiveness of SEAGO's salary structure which will require procurement of consulting services to perform the work.

IX. ADJOURNMENT

Chair Garino adjourned the meeting at 12:35 p.m.



EXECUTIVE BOARD PACKET

MEMO TO: EXECUTIVE BOARD
THROUGH: RANDY HEISS, EXECUTIVE DIRECTOR
FROM: LAURA VILLA, AREA AGENCY ON AGING PROGRAM DIRECTOR
DATE: FEBRUARY 16, 2023
SUBJECT: NOMINATIONS TO ACOA – PATAGONIA AND SIERRA VISTA

On January 19, 2023, the Advisory Council on Aging (ACOA) nominated and recommended the appointment of **Ms. Susan M Lange** to represent the Town of Patagonia and **Ms. Eva T McElroy** to represent the City of Sierra Vista on the ACOA.

Ms. Susan M. Lange is a registered nurse and has served in her community for many years. Susan has a BA in Psychology and has worked with the local hospital and hospice care. She volunteers at the Patagonia Museum, is currently the President of Senior Citizens of Patagonia (Senior Center Board), and is a Patagonia Library Advisory Board member. Susan takes pleasure in helping others and her involvement with the ACOA will allow her to do that.

Eva T. McElroy is retired and currently volunteers at the Salvation Army in Sierra Vista. Eva most recently worked for four years as a paralegal for the U.S. Army, and has since retired from the military after 24.5 years of service. Eva wants to be part of our mission and help elderly individuals who need a hand.

ACOA members are selected to represent incorporated cities, towns, and the unincorporated portions of each county in the SEAGO region. There is currently one (1) vacant seat on the ACOA for a representative for Santa Cruz County unincorporated. If you know of someone willing to serve in this position, please reach out to me at lvilla@seago.org or call 520-432-2528 Extension 208.

At their February 9th meeting, the Administrative Council unanimously recommended the above appointments to the ACOA.

Attachments: None

Action Requested: Information Only Action Requested Below:

A motion to appoint Ms. Susan M. Lange to represent the Town of Patagonia and Ms. Eva T. McElroy to represent the City of Sierra Vista on the Advisory Council on Aging.



EXECUTIVE BOARD PACKET

MEMO TO: EXECUTIVE BOARD
FROM: RANDY HEISS, EXECUTIVE DIRECTOR
DATE: FEBRUARY 16, 2023
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 representing that county for the upcoming year.

The Bylaws also provide a rotation schedule so that each county has an opportunity for their representative to serve in the Chair position every four years. Following the rotation prescribed in our Bylaws, in calendar year 2023, the Greenlee County Executive Board officer will be elevated to the Chair position; the Graham County officer to First Vice-Chair; the Cochise County officer to Second Vice-Chair; and the Santa Cruz County officer will drop to the bottom of the rotation to the Treasurer position as shown below:

- Chair:** Greenlee County Officer (currently Supervisor David Gomez)
- First Vice-Chair:** Graham County Officer (currently Safford Vice-Mayor Richard Ortega)
- Second Vice-Chair:** Cochise County Officer (currently Bisbee Mayor Ken Budge)
- Treasurer:** Santa Cruz County Officer (currently vacant)

I have been able to confirm that Supervisor Gomez remains willing to continue as the Greenlee County officer, and Vice-Mayor Ortega remains willing to continue serving as the Graham County officer. Mayor Budge is willing to continue serving as the Cochise County officer on the Executive Board for one more year, but is also willing to step aside if someone else is interested in serving in this capacity. Since Mayor Garino is no longer a member of the SEAGO Executive Board, another individual will need to be selected to serve as the Santa Cruz County officer. Fortunately, Mayor Jorge Maldonado has indicated that he would be interested in representing Santa Cruz County on the Executive Board if so nominated.

While the officers named above are those who are willing to serve in the officer 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 the individuals 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 2023.



EXECUTIVE BOARD PACKET

MEMO TO: EXECUTIVE BOARD
FROM: RANDY HEISS, EXECUTIVE DIRECTOR
DATE: FEBRUARY 16, 2023
SUBJECT: APPOINTMENT OF THE RECRUITMENT COMMITTEE

By now, it's well understood that I intend to retire January 16, 2024. As a result, our November 18, 2022 Executive Board meeting included a lengthy discussion of recruitment options for the next SEAGO Executive Director. At the conclusion of the discussion, a motion was made (Supervisor Bracker; seconded by Representative Heather Floyd; and unanimously approved) to form a (Recruitment) Committee consisting of the Executive Committee (the officers of the Executive Board) and three at-large members of the Executive Board who wish to have a voice in creating a list of interview questions, reviewing resumes and screening any internal or external candidates, and recommending those qualified for interviews to the Executive Board.

As part of the discussion at your November meeting, it was also suggested that I open up the opportunity to be considered for the position of Executive Director to all members of the SEAGO team. On December 6, 2022, I did as suggested and received no responses. That being the case, once the Recruitment Committee is established, I'll be in contact with those appointed to schedule a meeting to review and possibly update the existing job description, review/revise a list of interview questions for prospective candidates, review the resume of our sole internal applicant before the end of March, and make a recommendation to the Executive Board as to whether or not to schedule an interview.

Now that you have elected a slate of officers for calendar year 2023, the membership of the Executive Committee has been established. With that done, the three at-large members need to be appointed to complete the composition of the Recruitment Committee. You may recall seeing several emails from me inviting individuals from the Executive Board to serve alongside the Executive Committee in the process of recruiting your next Executive Director. In response to those messages, the following individuals have expressed an interest in serving on the Recruitment Committee:

Graham County Supervisor Paul David
Santa Cruz County Private Sector Representative David Budd
Cochise County Private Sector Representative Daniel Valle

If there are no objections or nominations from the floor at your meeting on the 24th, I will suggest a motion to appoint these individuals to the Recruitment Committee.

I look forward to answering any questions you may have at the meeting.

Attachments: December 6, 2022 email to SEAGO staff.

Action Requested: Information Only Action Requested Below:

A motion to appoint the Executive Committee and three at-large members of the Executive Board to serve as the Recruitment Committee for the next SEAGO Executive Director.

From: [Randy Heiss](#)
To: [Angelica Novoa](#); ["Carrie Gibbons"](#); [Chris Vertrees](#); [Diane Becerra](#); [Dina Curtiss](#); [Elda Iniguez](#); [Elsa Centeno](#); [Jessica Aguayo](#); ["John Merideth"](#); [Karen Enriquez](#); ["Keith Dennis"](#); [Krystal Montanez](#); ["Laura Villa"](#); [Michele Miller](#); [Ramona MacMurtrie](#); [Seana Riffle](#); ["Shira Martin"](#); [Stephen Peterson](#); [Susan Bronson](#); [Yolanda Thomas](#)
Cc: [Allred Pike](#); [Ann English](#); ["Anne Thurman"](#); ["Arturo Garino"](#); ["Bill Barlow"](#); ["Bruce Bracker"](#); ["CB Fletcher"](#); [Dan Valle](#); [David Budd](#); [David Gomez](#); [Donald Huish](#); [Eddy Carlton](#); [Edmund Lopez](#); [Heather Floyd](#); [Jean Post](#); [Ken Budge](#); [Larry Dempster \(LDempster@Bensonaz.gov\)](#); ["Luis Montoya"](#); [Michael Stabile \(councilorstabile@patagonia-az.gov\)](#); ["Mike Laws"](#); ["Paul David"](#); ["Rachel Gray"](#); [Richard Ortega](#); [Steve Ahmann](#)
Subject: Invitation to apply - Executive Director
Date: Tuesday, December 6, 2022 7:07:00 AM
Attachments: [image001.png](#)

All –

Good morning. As most of you know, I intend to retire January 15, 2024. At the request of Supervisor Paul David, we held a discussion of recruitment options for the next SEAGO Executive Director at November 18th meeting of the Executive Board. In the meeting, I advocated for the Board to consider internal recruitment as their first option and suggested they strongly consider Chris for the position given his significant accomplishments and demonstrated leadership over the past 12 years with SEAGO. At that time, several Board members asked that I formally open the internal recruitment process to other members of the SEAGO team and that is the purpose of this message.

If you are interested in being considered for the Executive Director position, please send a resume of your qualifications and experience to me. The Executive Committee will review resumes submitted and determine which internal candidates meet the qualifications for an interview. I will need your resume no later than Friday, December 16th in order to be considered.

If you have any questions, please don't hesitate to contact me.

Sincerely,

Randy Heiss
Executive Director
SouthEastern Arizona Governments Organization
Main Office
1403 W. Highway 92
Bisbee, Arizona 85603
Phone: (520) 432-2622 X 202
Fax: (520) 432-5858
Cell: (520) 678-3220



EXECUTIVE BOARD PACKET

MEMO TO: EXECUTIVE BOARD
FROM: RANDY HEISS, EXECUTIVE DIRECTOR
DATE: FEBRUARY 16, 2023
SUBJECT: REQUEST TO SOLICIT PROPOSALS – COMPENSATION STUDY

SEAGO's Compensation Plan has not been updated since it was adopted in 2005. While adjustments to salary grades for certain positions have been made as needed, it's become clear our salary grade and range structure has become increasingly uncompetitive when compared to other COGs, MPOs, and many of our member entities. In addition, we've added positions to our classification plan without knowing what a similar position earns in the southeastern Arizona job market. As a result, we continue to lose employees and experience considerable difficulty recruiting qualified professionals to replace those who have left the organization.

In an effort to increase our wage competitiveness, I would like to issue a solicitation (Request for Proposals) and identify a qualified consultant to perform a compensation study for the organization. I anticipate the cost of such a study may exceed \$20,000 and according to SEAGO's procurement policy, purchases valued more than \$20,000 must have prior Executive Board approval to go to bid.

At this time, I am requesting your authorization to prepare and publish a request for proposals, and evaluate the proposals received.

At their meeting on February 9th, the Administrative Council unanimously recommended that the Executive Board authorize the SEAGO Executive Director to issue a request for proposals for a compensation study. While the motion did not specifically reflect it, the expectation was for SEAGO to evaluate the proposals received, determine the most qualified consultant, and bring the contract back for the Administrative Council's recommendation and the Executive Board's authorization at a future meeting (most likely May 2023).

I'll look forward to answering any questions you may have at the meeting.

Attachments: None

Action Requested:

Information Only

Action Requested Below:

A motion to authorize the Executive Director to publish a request for proposals for a compensation study, evaluate proposals received, prepare a contract with a qualified consultant for approval of the Executive Board as recommended by the Administrative Council.



EXECUTIVE BOARD PACKET

MEMO TO: EXECUTIVE BOARD
FROM: RANDY HEISS, EXECUTIVE DIRECTOR
DATE: FEBRUARY 16, 2023
SUBJECT: CONSIDERATION OF RESOLUTION 2023-01 DE-DESIGNATING
SEAGO AS A SECTION 208 DESIGNATED PLANNING AGENCY

On January 27, 1976, Governor Raul Castro designated SEAGO as a Designated Planning Agency (DPA) under Section 208 of the Clean Water Act (CWA). At that time, in addition to the funding allocated to the State's DPAs to perform their requisite planning activities under the CWA, resources were available to the DPAs that enabled them perform water quality planning activities to the benefit of the regions they serve. Examples include updating regional water quality management plans or commissioning studies to enable communities to better understand the sources of surface or groundwater contamination and identify potential mitigation measures that could be undertaken.

Unfortunately, what started out as a robust program that could make a measurable difference in our region's surface and groundwater quality has devolved over the years to a program so underfunded that it's no longer possible to deliver even the most basic planning responsibilities required by our contract with ADEQ.

Every fiscal year, the Environmental Protection Agency reserves a minimum of \$100,000 for each State to be used for carrying out water quality management planning. Each State is required to allocate at least 40% of this amount to regional public comprehensive planning organizations (or DPAs) "for payment of the reasonable costs of developing and operating continuing areawide waste treatment management planning processes" (See CWA Section 205(j)(2)). Under our current contract with ADEQ, DPAs assist ADEQ with:

- Ongoing maintenance of the Continuing Planning Process and State and Regional WQM plans;
- Processing of consistency reviews and/or regional plan amendments;
- Ensuring local government participation in the WQM planning process;
- Ensuring requisite Public Participation requirements are met;
- Providing technical assistance to local entities in the WQM plan development and amendment process; and
- Ensuring a regional and statewide perspective in the development, review, revision, and implementation of State WQM policy and programs.

In the case of Arizona, the total amount of annual funding allocated to the State's eight DPAs is only \$40,000, with just over \$5,500 of that amount distributed to SEAGO in FY 2023. If even one wastewater project in our region were to require a consistency review under the current SEAGO Water Quality Management (WQM) Plan that triggers the requirements for public notice and public hearings, the entire funding allocation for the year could be used in that effort alone leaving SEAGO to use its own resources to perform planning activities for the balance of the fiscal year.

Currently, the Department distributes the remaining 60% (or \$60,000) of the annual EPA reservation (\$100,000) through a statewide, competitive grant process. Under the Department's funding announcement, eligible entities include undesignated planning agencies such as certain counties,

conservation districts, cities, towns and universities. While the DPAs do not dispute the ADEQ's authority to seek water quality management planning proposals on a competitive basis, it is the consensus of the DPAs that the intent of the federal regulations relating to WQM funding is for payment to DPAs for the reasonable costs of developing and operating continuing areawide waste treatment management planning processes within their planning areas (See CWA Section 208(f)(1)).

We have expressed our views to ADEQ management, but they have opted to offer these funds to undesignated planning agencies on a competitive basis instead of directing the funding to DPAs to supplement the minimal annual funding allocation or to perform studies that could provide information to enhance water quality planning efforts. The amount of funding offered to operate a program is a statement of values. ADEQ's decision to limit the funding allocated to DPAs at 40% when 60% more funding could be made available to DPAs for WQM planning activities sends a message that they no longer value their longstanding relationship with DPAs or the work that we do. In addition, ***ADEQ has been unable to articulate its long-term vision for the Section 208 WQM program nor has the Department been willing to commit to the annual planning allocation to DPAs beyond the end of FY 2024.***

Pursuant to 40 CFR Part 130.5(a) each State is ultimately responsible for managing its water quality program to implement the processes specified in the continuing planning process (CPP), including the process for incorporating elements of any applicable areawide waste treatment plans developed under CWA Section 208 and the process for updating and maintaining these plans. Federal regulations, the ADEQ's CPP (last updated in 1993), its WQM Plan (last updated in 1979), and the Arizona Administrative Code R-18 all point to State partnerships with DPAs as the preferred vehicle to ensuring the requisite intergovernmental cooperation and participation, public outreach, participation and involvement, and information exchange in the WQM planning process. This is due to DPAs' multi-jurisdictional composition and representation from local elected officials. But over the past eight years ADEQ's actions (or lack thereof) indicate that they believe these partnerships are no longer necessary to meet the State's obligations under the CWA.

In 2012, SEAGO's Areawide WQM Plan was rewritten to eliminate unnecessary plan amendments and expedite the consistency review process as much as possible. It's unclear what will become of SEAGO's WQM Plan when we de-designate as a DPA, but according to 40 CFR Part 130.9 (attached), "once an areawide planning agency's designation has been withdrawn, the State agency" will be required "to assume direct responsibility for continued water quality planning and oversight of implementation within the area."

At their meeting on February 9th, the Administrative Council held a lengthy discussion on the matter. Several Administrative Council members expressed concerns with the uncertainty around how changes to their wastewater treatment plans could potentially be impacted by SEAGO's de-designation or other disadvantages that may not be evident at this time. ***After considerable discussion, the Administrative Council unanimously recommended that the Executive Board table approval of the proposed Resolution until ADEQ can make clear - which WQMP ADEQ will operate under (State plan versus SEAGO's WQMP), whether or not de-designation will impact our member entities' ability to access EPA funding, and provide assurances that ADEQ has the capacity to process their updates to wastewater master plans, expansions of their service area boundaries, consistency reviews, or if applicable, plan amendments, in an expeditious, timely, and streamlined manner - if and when SEAGO de-designates.***

As a result of the questions raised at their meeting, the Administrative Council was invited to attend a meeting of the Statewide Water Quality Management Working Group (WQMWG) on February 15, 2023. SEAGO and members of the Administrative Council posed questions to ADEQ staff relating to the impact of SEAGO's de-designation. I've attached a list of SEAGO's questions and the responses of ADEQ at that meeting for your information.

In all matters related to SEAGO, the recommendations of the Administrative Council should be given strong consideration by Executive Board in making its decisions. And while I too greatly respect the recommendations of the Administrative Council, I believe it's also important to consider the following facts:

- As discussed above, SEAGO cannot operate a meaningful WQM Program with the minimal funding offered by the State and ADEQ has not committed to continue providing funding to the DPAs to support our ongoing planning activities beyond the end of FY 2024. This means continuation of the 208 WQM Program will soon require that it is funded 100% by local contributions.
- In November of 2016, the Executive Board approved a fee schedule (attached) that was intended to cover *a portion of the costs* of the consistency review or public review processes. Those fees were implemented over six years ago, and considering the impact of inflation, the fee schedule would need to be updated. And although the SEAGO WQMP was intentionally designed to avoid plan amendments, it's still possible the amendment process could be triggered in the future. Therefore, the fee schedule should be updated to include fees to cover a portion of the plan amendment process. During the discussion on February 9th, members of the Administrative Council indicated a willingness to consider a 'fee for service' that could be charged when a community triggers a consistency review, a public review, or a plan amendment under SEAGO's WQMP.
- The fee schedule approved in 2016 was never intended to cover the costs of building the capacity for someone new to assume the administration of the 208 WQM Program after I leave the organization and maintain that capacity going forward. With that said, should the Board choose to follow the recommendation of the Administrative Council and table consideration of the proposed Resolution, a base assessment to build and maintain the capacity to operate the 208 Program going forward would need to be considered at a future meeting. Since counties are not empowered to operate wastewater treatment facilities under Arizona law, and Native American Tribes deal directly with EPA on wastewater issues, these member entities should be exempted from any assessments that may be proposed for the 208 WQM Program.

As I see it, you have the following alternatives before you at this time:

1. Do nothing and authorize use of fund balance to cover the costs of building and maintaining the capacity to continue operating the 208 WQM Program in FY 2024 and beyond; or
2. Table consideration of the Resolution to provide SEAGO the time needed to update the 2016 fee schedule and formulate a proposed assessment sufficient to build and maintain the capacity to continue operating the 208 WQM Program; or
3. Approve Resolution 2023-01 providing notice to the Governor of SEAGO's intention to de-designate as a planning agency under Section 208 of the CWA and allow SEAGO the time needed for an orderly transition of the program to ADEQ before June 30, 2023.

I look forward to discussing this with you and will do my best to answer any questions you may have at the meeting.

Attachments: 40 CFR Part 130.9; Summary of SEAGO Questions and ADEQ Responses_2.15.2023; Fee Schedule 10.24.2016; Resolution No. 2023-01

Action Requested: Information Only Action Requested Below:

A motion to take no action on the matter, a motion to table Resolution 2023-01 for consideration at a future meeting or a motion to approve Resolution 2023-01.

This content is from the eCFR and is authoritative but unofficial.

Title 40 - Protection of Environment
Chapter I - Environmental Protection Agency
Subchapter D - Water Programs
Part 130 - Water Quality Planning and Management

Authority: 33 U.S.C. 1251 *et seq.*

Source: 50 FR 1779, Jan. 11, 1985, unless otherwise noted.

§ 130.9 Designation and de-designation.

- (a) **Designation.** Areawide planning agencies may be designated by the Governor in accordance with section 208(a) (2) and (3) of the Act or may self-designate in accordance with section 208(a)(4) of the Act. Such designations shall subject to EPA approval in accordance with section 208(a)(7) of the Act.
- (b) **De-designation.** The Governor may modify or withdraw the planning designation of a designated planning agency other than an Indian tribal organization self-designated § 130.6(c)(2) if:
 - (1) The areawide agency requests such cancellation; or
 - (2) The areawide agency fails to meet its planning requirements as specified in grant agreements, contracts or memoranda of understanding; or
 - (3) The areawide agency no longer has the resources or the commitment to continue water quality planning activities within the designated boundaries.
- (c) **Impact of de-designation.** Once an areawide planning agency's designation has been withdrawn the State agency shall assume direct responsibility for continued water quality planning and oversight of implementation within the area.
- (d) **Designated management agencies (DMA).** In accordance with section 208(c)(1) of the Act, management agencies shall be designated by the Governor in consultation with the designated planning agency. EPA shall approve such designations unless the DMA lacks the legal, financial and managerial authority required under section 208(c)(2) of the Act. Designated management agencies shall carry out responsibilities specified in Water Quality Management (WQM) plans. Areawide planning agencies shall monitor DMA activities in their area and recommend necessary plan changes during the WQM plan update. Where there is no designated areawide planning agency, States shall monitor DMA activities and make any necessary changes during the WQM plan update.

Summary of SEAGO Questions and ADEQ Responses – 2.15.2023

1. When SEAGO de-designates as an areawide planning agency, it's clear under 40 CFR Part 130.5(a) that the State agency (ADEQ) will be required "to assume direct responsibility for continued water quality planning and oversight of implementation within the area." Given the age of the State's WQMP and the fact that it relies so heavily on the areawide plans of the DPAs, it's hard to imagine how ADEQ could use that document alone to process consistency reviews for our member entities. Our plan was certified by the Governor and EPA in 2012 so it clearly complies with the CWA. It was modeled after the Yuma WQMP and minimizes the processes to where there should almost never be a need for a community to process a plan amendment. It's lean, streamlined, and focused on complying with the CWA while giving our communities maximum flexibility. So with that in mind, what happens to SEAGO's WQMP post-de-designation? Would ADEQ adopt SEAGO's WQMP in assuming planning responsibilities as required under 40 CFR Part 130?

Julia Rowe from ADEQ was present on the call, but could not provide a definitive answer to the question. She did say that there has been discussion at the management level and they are working through the process as to how the Department will implement the planning program if SEAGO de-designates. They are talking about moving positions around within the Department and assigning someone to the program. She stated that she would imagine that using the more recent SEAGO WQMP would likely be a better option than the State's 1979 Plan, but she would need to take the question to management and get a more concise answer.

2. When SEAGO de-designates as an areawide planning agency, what impact would it have to our communities seeking EPA funding for infrastructure project planning, development and implementation?

Julie responded that she was fairly familiar with EPA funding sources and did not expect SEAGO's de-designation would cause our member entities to lose access to EPA funding. She did commit to double checking with EPA to make sure her assessment was accurate but she felt fairly positive that it would not (cause a negative impact).

3. When SEAGO de-designates as an areawide planning agency, what assurances can the Department provide our member entities in terms of a seamless transition – i.e. that ADEQ has the capacity to process their updates to wastewater master plans, expansions of their service area boundaries, consistency reviews, or if applicable, plan amendments, in an expeditious, timely, and streamlined manner?

Julia stated that this was an excellent question but she would need to elevate the questions up the chain of command for an answer. Julia expressed she could understand our concerns relating to ADEQ's capacity to take over the 208 Program in the SEAGO Region, once again, she expressed that these discussions were happening at the management level.

4. Would ADEQ be able to join the Executive Board meeting on the 24th to provide answers to these questions if provided a link to the Zoom meeting?

Julia stated that she would be out of the office that day but she had marked the 24th as the date she should have answers to today's questions.

5. Questions from SEAGO member entities or their representatives: Matt McLachlan (City of Sierra Vista) stated that he believed Randy had asked the main questions raised by the Administrative Council. He mentioned he had typed his questions into the chat box and that he understood Julia was going to work on getting answers before the Executive Board meeting. He did follow up with one additional question: Of the funding that ADEQ provides to the DPAs, is that by formula; was there a chance the funding could be adjusted; or how is that funding budgeted and distributed? The essence of his question as it was typed into the chat box was "What's the prospect of ADEQ increasing funding to DPAs at a level sufficient to cover SEAGO's administrative costs?"

Julia stated that the funding to DPAs is adjusted and distributed and varies on an annual basis. Thus far the funding has been a set amount that goes to the DPAs, but that there has been discussion of changing that formula and pulling funding back from the DPAs and she's pretty sure that this is partly what led to the discussion about de-designation.

**SEAGO SECTION 208 WATER QUALITY MANAGEMENT PLAN
CONSISTENCY REVIEW AND PUBLIC REVIEW FEE SCHEDULE**

CONSISTENCY and PUBLIC REVIEW FEES			
Member Entities – Time Expended		Non-Member Entities – Time Expended	
2 hours or less	No Charge	1 hour or less	No Charge
2 – 5 hours	\$200.00	1 – 5 hours	\$375.00
5 – 10 hours	\$400.00	5 – 10 hours	\$750.00
10 – 20 hours	\$800.00	10 – 20 hours	\$1,500.00
20 – 30 hours	\$1,600.00	20 – 30 hours	\$2,250.00
30 – 50 hours	\$2,000.00	30 – 50 hours	\$3,750.00
50 hours or more	\$3,500.00	50 hours or more	\$5,000.00
Member Entities – Other Billable Costs		Non-Member Entities – Other Billable Costs	
Travel	Actual expenses per State Travel Policy	Travel	Actual expenses per State Travel Policy
Meals and Incidentals	Actual expenses per State Travel Policy	Meals and Incidentals	Actual expenses per State Travel Policy
Lodging	Actual expenses per State Travel Policy	Lodging	Actual expenses per State Travel Policy
Facility Rental	Actual Cost	Facility Rental	Actual Cost
Publication	Actual Cost	Publication	Actual Cost



SouthEastern Arizona Governments Organization

Serving our member governments and their constituents since 1972

RESOLUTION NO. 2023-01

A RESOLUTION OF THE SOUTHEASTERN ARIZONA GOVERNMENTS ORGANIZATION SERVING NOTICE TO THE OFFICE OF THE GOVERNOR OF SEAGO'S INTENTION TO DEDESIGNATE AS A PLANNING AGENCY UNDER SECTION 208 OF THE CLEAN WATER ACT

WHEREAS, the SouthEastern Arizona Governments Organization (SEAGO) is the regional planning agency for the counties of Cochise, Graham, Greenlee and Santa Cruz; and

WHEREAS, on January 27, 1976, Governor Raul Castro designated SEAGO as an Areawide Designated Planning Agency (DPA) under Section 208 of the Clean Water Act (CWA); and

WHEREAS, despite increasingly inadequate levels of funding to operate the water quality management program provided by the Arizona Department of Environmental Quality (ADEQ), SEAGO has, to the best of its ability, faithfully discharged its duties as a DPA since the date of Governor Castro's designation; and

WHEREAS, CWA Section 604(b) requires that Arizona reserve each fiscal year one percent of the sums allotted to the State under this section, or \$100,000, whichever amount is greater, to carry out planning under section 205(j); and

WHEREAS, CWA Section 205(j)(3) requires ADEQ to allocate at least forty percent of the amount allotted under Section 604(b) each fiscal year to regional public comprehensive planning organizations, an amount that has remained static for more than a decade; and

WHEREAS, 40 CFR Part 130.11(a) enables regional planning agencies to request funding allocated to a state by CWA Section 205(j) to carry out their required planning and management activities; and

WHEREAS, due to increasing costs of operations, pursuant to 40 CFR Part 130.11(a), the State's DPAs have appealed to ADEQ to direct additional funding from CWA Section 604(b) to the DPAs to supplement and enhance their planning activities; and

WHEREAS, ADEQ has rejected the appeal from the State's DPAs, and instead, offers the remaining sixty percent of the annual EPA reservation to designated and undesignated planning agencies through a statewide, competitive grant process; and

WHEREAS, 40 CFR Part 130.9(b) provides that the Governor may withdraw the planning designation of a designated planning agency if the areawide agency requests such cancellation or the areawide agency no longer has the resources or the commitment to continue water quality planning activities within the designated boundaries; and

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

**Administration
Community and
Economic Dev.
Transportation**

1403 W. Hwy 92
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520-432-5858 Fax

Area Agency on Aging Office

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520-432-5301
520-432-9168 Fax

www.seago.org

WHEREAS, SEAGO management has determined that it can no longer meet its obligations as a DPA with the limited funding resources provided by ADEQ.

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

THAT, the Executive Board has reviewed the required functions, responsibilities, and related funding and expenses of continuing as an areawide planning agency under Section 208 of the CWA and hereby finds that funding levels are inadequate to meet the required functions and responsibilities; and

THAT, by approval of this Resolution, the Executive Board hereby serves notice to the Governor that, as of July 1, 2023, SEAGO intends to de-designate as an areawide planning agency under Section 208 of the CWA; and

THAT, as of July 1, 2023, SEAGO will no longer perform the following or associated functions of an areawide planning agency under Section 208 of the CWA such as:

- Ongoing maintenance of its Areawide Water Quality Management Plan;
- Processing of consistency reviews and/or regional plan amendments;
- Ensuring local government participation in the WQM planning process;
- Ensuring requisite Public Participation requirements are met;
- Providing technical assistance to local entities in the WQM plan development and amendment process;
- Participation in the Statewide Water Quality Management Working Group meetings; and
- Ensuring a regional and statewide perspective in the development, review, revision, and implementation of State WQM policy and programs.

AND THAT, between the date of this Resolution and the end of State Fiscal Year 2023, SEAGO stands ready to assist in the process to transition water quality management planning responsibilities in Cochise, Graham, Greenlee and Santa Cruz Counties from SEAGO to ADEQ.

Passed and adopted by the SEAGO Executive Board on this 24th day of February, 2023.

David Gomez,
Vice-Chair, SEAGO Executive Board

Randy Heiss,
Executive Director



EXECUTIVE BOARD PACKET

MEMO TO: EXECUTIVE BOARD
THROUGH: RANDY HEISS, EXECUTIVE DIRECTOR
FROM: CHRIS VERTREES, TRANSPORTATION PROGRAM ADMINISTRATOR
DATE: FEBRUARY 16, 2023
SUBJECT: SEAGO REGION 2023-2027 TIP AMENDMENT #4

On January 19, 2023, the SEAGO TAC approved the following amendment to our 2023-2027 TIP:

SCC 21-01 – Santa Cruz County (Pendleton Drive - Roadway Dip Elimination): This is an HSIP project that is programmed for construction in FY23 for \$424,350 in Federal funds. The bids for the project greatly exceeded the amount programmed. The overage for Santa Cruz County is \$348,903. SEAGO has \$125,000 in unused FY23 STBG that can be used to offset Santa Cruz County's costs. If approved, additional project funding will be added to the TIP in the following manner.

FY2023: Construction; Federal - \$125,000; Local - \$7,556; Total - \$132,556

Santa Cruz County is responsible for the remaining balance of \$223,903.

At their meeting on February 9th, the Administrative Council unanimously recommended that the Executive Board recommend approval of SEAGO 2023 – 2027 TIP Amendment #4.

Attachments: SEAGO 2023 – 2027 TIP Amendment #4

Action Requested: Information Only Action Requested Below

A motion to approve the SEAGO Region 2023-2027 TIP Amendment #4

SEAGO REGION

2023- 2027 TIP (Admenment #4)

Approved By: TAC- 1/19/23 Administrative Committee- Pending Executive Committee - Pending

TIP YEAR Project ID	PROJECT SPONSOR	PROJECT NAME	PROJECT LOCATION	LENGTH	TYPE OF IMP - WK - STRU	Functional Classifications	LANES BEFORE	LANES AFTER	FED AID TYPE	FEDERAL FUNDS	HURF EXCHANGE	LOCAL MATCH	OTHER FUNDS	TOTAL COST
2023														
CLF21-01	Town of Clifton	Chase Creek Bridge #1 Replacement	Structure# 08536 Frisco Avenue - 0.1 mile north of Junction with Park Avenue	.01 mile	Construction	Rural Local	2	2	Off System Bridge	\$726,821		\$43,933		\$770,754
SCC 21-01	Santa Cruz County	Pendleton Drive - Roadway Dip Elimination	Pendleton Drive Dip at Sonoita Creek Wash	.25 miles	Construction	Minor Arterial	2	2	HSIP	\$424,350		\$25,650		\$450,000
SCC 21-01	Santa Cruz County	Pendleton Drive - Roadway Dip Elimination	Pendleton Drive Dip at Sonoita Creek Wash	.25 miles	Construction	Minor Arterial	2	2	STP	\$125,000		\$7,556		\$132,556
CCH 21-01	Cochise County	Double Adobe Road, SR 80 to Frontier Road, Installation of Rumble Strips	Double Adobe Road, SR 80 to Frontier Road	4.9 miles	Design	Major Collector	2	2	HSIP	\$264,000		\$0		\$264,000
GGH 21-01	Graham County	Golf Course Road, Cottonwood Wash Road - Shoulders and Rumble Strips	Golf Course Road from Hoopes Avenue to just west of 20th Avenue; Cottonwood Wash Road from Cottonwood Wash Loop to 1200 South.	5.1 miles	Construction	Major Collector	2	2	HSIP	\$1,992,408		\$186,830		\$2,179,238
NOG 20-02	City of Nogales	Frank Reed Rd MUP, Nogales HS to Grand Ave.	East side of Grand Avenue from Baffert Drive to Country Club Drive. Intersects with Grand Avenue path on south side of Frank Reed Road to Nogales High School	3 miles	Design	N/A	N/A	N/a	CMAQ	\$18,860		\$1,140		\$20,000
NOG 20-02	City of Nogales	Frank Reed Rd MUP, Nogales HS to Grand Ave.	East side of Grand Avenue from Baffert Drive to Country Club Drive. Intersects with Grand Avenue path on south side of Frank Reed Road to Nogales High School	3 miles	Design	N/A	N/A	N/a	CMAQ	\$136,735		\$8,265		\$145,000
BIS 23-01	City of Bisbee	City of Bisbee Shared Use Path	SR80 from Downtown Bisbee to Erie Street	1.43 miles	PE/Design	Urban Principal Arterial	4	3	EDA	\$1,147,137		\$12,964		\$1,160,101
NOG 21-01	City of Nogales	Multiuse Pathway along Patagonia Highway (SR82)	Patagonia Highway (SR82) from Morley Avenue to Royal Road	1.4 miles	Design	N/A	N/A	N/A	CMAQ	\$32,576		\$1,970		\$34,546
	LTAP								STP	\$10,000		\$0		\$10,000
		TOTAL FOR 2023								\$4,151,066		\$244,375		\$4,395,441
2024														
NOG 21-01	City of Nogales	Multiuse Pathway along Patagonia Highway (SR82)	Patagonia Highway (SR82) from Morley Avenue to Royal Road	1.4 miles	Construction	N/A	N/A	N/A	CMAQ	\$1,090,546		\$65,919		\$1,156,465
CCH 21-01	Cochise County	Double Adobe Road, SR 80 to Frontier Road, Installation of Rumble Strips	Double Adobe Road, SR 80 to Frontier Road	4.9 miles	Construction	Major Collector	2	2	HSIP	\$383,940		\$0		\$383,940
	LTAP								STP	\$10,000		\$0		\$10,000
		TOTAL FOR 2024								\$1,484,486		\$65,919		\$1,550,405
2025														
BIS 23-01	City of Bisbee	City of Bisbee Shared Use Path	SR80 from Downtown Bisbee to Erie Street	1.43 miles	Construction	Urban Principal Arterial	4	3	EDA	\$3,375,000		\$36,899		\$3,411,899
DGS17-01	City of Douglas	Chino Road Extension Phase 2	Chino Road: 9th Street to SR90	.85 miles	Design	Urban Minor Arterial	2	2	STP	\$75,440		\$4,560		\$80,000
	LTAP								STP	\$10,000		\$0		\$10,000
		TOTAL FOR 2025								\$85,440		\$4,560	\$0	\$90,000
2026														
	LTAP								STP	\$10,000		\$0		\$10,000
		TOTAL FOR 2026								\$10,000		\$0		\$10,000
2027														
DGS17-01	City of Douglas	Chino Road Extension Phase 2	Chino Road: 9th Street to SR90	.85 miles	Construction	Urban Minor Arterial	2	2	STP	\$2,829,000		\$171,000		\$3,000,000
	LTAP								STP	\$10,000		\$0		\$10,000
		TOTAL FOR 2027								\$2,839,000		\$171,000		\$3,010,000
		5-YEAR TOTALS								\$8,569,992		\$485,854		\$9,055,846
		FUNDING OBLIGATED IN 2022												
NOG 21-01	City of Nogales	Multiuse Pathway along Patagonia Highway (SR82)	Patagonia Highway (SR82) from Morley Avenue to Royal Road	1.4 miles	ADOT Review/PDA Fees	N/A	N/A	N/A	CMAQ	\$28,290		\$1,710		\$30,000
NOG 21-01	City of Nogales	Multiuse Pathway along Patagonia Highway (SR82)	Patagonia Highway (SR82) from Morley Avenue to Royal Road	1.4 miles	Design	N/A	N/A	N/A	CMAQ	\$171,371		\$10,359		\$181,730

SEAGO REGION
 2023- 2027 TIP (Amendment #4)
 Approved By: TAC - 1/19/23 Pending Administrative Committee- Pending Executive Board - Pending

GGH-BR-02	Graham County	Ft. Thomas River Structure No. 8131 Phase 3	Ft. Thomas River Road @ Gila River		Construction	Minor Collector	2	2	Off System Bridge	\$938,000		\$210,000		\$1,148,000
		LTAP							STP	\$10,000				\$10,000
		TOTAL FOR 2022								\$3,140,069	\$0	\$222,069	\$0	\$1,369,730
		Future Construction Projects												
CCH12-10	Cochise County	Davis Rd. Improvements	Davis Road MP 13	1 mile	Construction of Safety & Drainage Improvements	Rural Major Collector	2	2	STP	\$924,560		\$55,885		\$980,445
SCC 22-01	Santa Cruz County	Ruby Road Bridge at Potrero Creek Replacement Project	Ruby Road- 1500 feet east of I19	.27 miles	Bridge Replacement	Minor Arterial	2	2	TBD			\$4,500,000	\$1,517,304	\$13,631,315
GEH 22-01	Greenlee County	Soapbox Canyon Bridge (Structure 8149) Replacement	Soapbox Canyon Bridge (Structure 8149)	.10 miles	Bridge Replacement	Local	2	2	TBD	\$240,000		TBD		\$240,000
CCH 22-01	Cochise County	Davis Road -Central Highway to SR80 Roadway Improvements	Davis Road -Central Highway to SR80	22.3 miles	PE/Design	Rural Major Collector	2	2	TBD	\$6,320,641		\$382,054		\$6,702,695
CCH 22-01	Cochise County	Davis Road -Central Highway to SR80 Roadway Improvements	Davis Road -Central Highway to SR80	22.3 miles	ROW	Rural Major Collector	2	2	TBD	\$1,131,600		\$68,400		\$1,200,000
CCH 22-01	Cochise County	Davis Road -Central Highway to SR80 Roadway Improvements	Davis Road -Central Highway to SR80	22.3 miles	Construction	Rural Major Collector	2	2	TBD	\$61,084,658		\$3,392,286		\$64,476,944
CCH15-01	Cochise County	Davis Rd. Improvements	Davis Road MP 5	0.61 miles	Construction of Safety & Drainage Improvements	Rural Major Collector	2	2	STP	\$1,045,000		\$63,165		\$1,108,165



EXECUTIVE BOARD PACKET

MEMO TO: EXECUTIVE BOARD
FROM: RANDY HEISS, EXECUTIVE DIRECTOR
DATE: FEBRUARY 16, 2023
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
May 4, 2023	May 19, 2023 - Graham County
August 3, 2023	August 18, 2023 - Greenlee County
November 2, 2023	November 17, 2023 – Santa Cruz County
February 8, 2024*	February 23, 2024 - Cochise County*

*Moved to avoid possible conflict with the ACMA Winter Conference.

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

Combined Administrative and Executive Committee Meetings (telephonic)
March 30, 2023 – 9:00 a.m.
June 1, 2023 – 9:00 a.m.
October 5, 2023 – 9:00 a.m.
November 30, 2023 – 9:00 a.m.

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 16, 2023
SUBJECT: FINANCE REPORT

The SEAGO Statement of Revenues and Expenditures for the quarter ending December 31, 2022 is attached for your review.

Colby & Powell is currently preparing the audit report and with the help of Heinfeld Meech. Colby & Powell indicated during their field visit that no findings were anticipated for FY2022. The Independent Auditor's Report will be presented at the May 19, 2023 Executive Board meeting.

I will be happy to answer any questions you may have regarding the Statement of Revenues and Expenditures at our meeting.

Attachment: Statement of Revenues and Expenditures, Quarter Ending 12/31/2022

Action Requested: Information Only Action Requested Below

SEAGO

Statement of Revenues and Expenditures - R&E that ties to Budget - Unposted Transactions Included In Report
From 10/1/2022 Through 12/31/2022

(In Whole Numbers)

		Cur Pd Actual	YTD Actual	Total Budget	% of Budget Used
Revenue					
General Fund	101	14,201	8,819	150,000	5.87%
Agency Response	301	(3,094)	67,653	43,745	154.65%
Community Development Block Grant	302	32,023	110,523	436,684	25.30%
Economic Development	303	21,844	50,506	110,358	45.76%
Environmental Quality	306	0	0	8,500	0.00%
Public Transit	308	2,391	13,540	20,000	67.69%
State Planning & Research	309	42,848	81,643	200,150	40.79%
Area Agency on Aging	310	344,477	581,112	1,388,540	41.85%
Regional Mobility Management	311	40,169	40,169	168,750	23.80%
RMM Training	314	31,758	43,408	87,500	49.60%
End of Life - Lovell Foundation	327	0	0	166,950	0.00%
Santa Cruz Co RTA Feasibility Study	329	903	1,586	80,000	1.98%
Region Transit Emergency Coordination Plan	346	25,009	44,757	80,000	55.94%
Benson Route Efficiency Study IGA	348	0	8,022	20,000	40.11%
Total Revenue		<u>552,527</u>	<u>1,051,738</u>	<u>2,961,177</u>	<u>35.52%</u>
Expenses					
General Fund	101	0	0	150,000	0.00%
Agency Response	301	6,455	12,146	43,745	27.76%
Community Development Block Grant	302	49,684	87,520	436,684	20.04%
Economic Development	303	21,844	37,629	110,358	34.09%
Environmental Quality	306	0	0	8,500	0.00%
Public Transit	308	2,391	13,540	20,000	67.69%
State Planning & Research	309	42,848	81,643	200,150	40.79%
Area Agency on Aging	310	338,370	571,536	1,388,540	41.16%
Regional Mobility Management	311	40,169	40,169	168,750	23.80%
RMM Training	314	31,758	43,408	87,500	49.60%
End of Life - Lovell Foundation	327	0	1,220	166,950	0.73%
Santa Cruz Co RTA Feasibility Study	329	903	1,588	80,000	1.98%
Region Transit Emergency Coordination Plan	346	25,009	44,757	80,000	55.94%
Benson Route Efficiency Study IGA	348	855	8,878	20,000	44.38%
Total Expenses		<u>560,286</u>	<u>944,032</u>	<u>2,961,177</u>	<u>31.88%</u>
Balance		<u>(7,758)</u>	<u>107,707</u>	<u>0</u>	<u>0.00%</u>



EXECUTIVE BOARD PACKET

MEMO TO: EXECUTIVE BOARD
THROUGH: RANDY HEISS, EXECUTIVE DIRECTOR
FROM: KEITH DENNIS, COMMUNITY DEVELOPMENT PROGRAM MANAGER
DATE: FEBRUARY 16, 2023
SUBJECT: COMMUNITY DEVELOPMENT PROGRAM UPDATES

Regional Account Updates

We are in the public participation portion of the CDBG Regional Account cycle. Applications from Cochise County, Duncan, Nogales and Pima will be eligible for awards this year. Late spring is when ADOH usually announces final funding numbers, and we will provide updates as this information becomes available.

In 2024 applications from Bisbee, Duncan, Patagonia and Thatcher will be eligible for awards from Regional Account CDBG. 2024 is also the next Colonias Set-Aside round. It is never too early to begin planning for either source of funds. SEAGO Community Development stands ready to assist or member communities in building shovel-ready projects for competitive CDBG funds.

Continuum of Care

As may be recalled from our last update, we ran into an issue with ADOH regarding that agency's expectations versus the funding provided - and we communicated this to ADOH. We are pleased to report that our feedback, as well as those of other agencies in the Balance of State, had a positive impact. This year ADOH is rolling out a robust funding package for the Balance of State Continuum of Care: an estimated \$120,000, per County, per year, for two years. The dollars were appropriated from the State Housing Trust Fund.

The announcement of new funding proved timely: due to staff turnover in Community Development, we had no choice but to step away from our role in leading the Cochise and Santa Cruz Local Committees to End Homelessness, and our commitment for building one in Graham/Greenlee. At the same time, ADOH's new, historic investment to address rural homelessness means there is adequate funding for a new agency to take over - an agency with the knowledge base to be effective at the job.

While we are proud of our efforts and our success in building out the Continuum of Care in our part of the state, we recognize that agencies in our region trying to address homelessness deserve better. As of this writing Community Partners of Southern Arizona

has been accepted as the Lead Agency for Santa Cruz and Cochise County’s Continuum of Care efforts. Announcements regarding Graham and Greenlee have not been made as yet. This is excellent news for our region, as Community Partners is a very capable organization already working in our region.

Having done our part, SEAGO Community Development can now move on with confidence, trusting that the program is well-funded and in good hands going forward. In our 2018 Strategic Plan, Goal 2 was “Enhance awareness of SEAGO and the value of its services.” Tactic B under this goal was to “Convene and Facilitate Regional Continuum of Care (CoC) Planning Group.” With the closing of this chapter, we consider the tasks directed to us in our 2018 Strategic Plan update to be complete.

Attachments: None

Action Requested: Information Only Action Requested Below



EXECUTIVE BOARD PACKET

MEMO TO: EXECUTIVE BOARD
THROUGH: RANDY HEISS, EXECUTIVE DIRECTOR
FROM: STEPHEN PETERSON, ECONOMIC DEVELOPMENT PROGRAM MANAGER
DATE: FEBRUARY 16, 2023
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. Broadband

Background: Telecommunications Technology such as broadband internet, continues to be a priority for all four counties of the region as a substantial way to improve resiliency. The “tool” in this case is the strategic planning capacity SEAGO is able to provide to the region’s stakeholders currently involved in broadband expansion and adoption.

Current Status: Finley Engineering has completed 98% of the data collection. We’re attempting to coordinate with San Carlos Apache Tribe to see if they’re interested in taking advantage of Finley’s consulting services for their purposes. No affirmative response have been received as of yet. The qualitative portion of the study is ongoing. We’re coordinating with school districts, small business owners, and other members of community to create engagement. The director of the broadband office at ACA has collaborated with us on several occasions to aggregate the best possible data to submit to FCC, which will be used to calculate funding allocations for infrastructure throughout the Nation and subsequently, the State of Arizona. SunCloud’s project is scheduled to complete June 30, 2023, which will display one version of a public-facing data coverage tool usable by planners.

2. Economic Development Planning

Background: Economic Development Planning activities include a range of technical assistance services, e.g. providing data, reports, network introductions, economic development best practices, and grant writing assistance. These planning efforts are in alignment with SEAGO’s CEDS, the strategic document informing regional focus and priorities.

Current Status: We’re in the final negotiations of a technical assistance contract with Willcox Theater and Arts to help them with their EDA construction project. To-date 3 Specific Award Conditions have been met. SEAGO is next going to support the

development of a bid document to present to EDA before publishing the Invitation to Bid. A new cycle of the EDA planning grant is scheduled to begin on October 1, 2023. We've successfully submitted our scope of work which flows from the regional CEDS. The CARES Act grant has been closed. Seagotoolkit.com is live and functional.

3. Economic Advisory Council

Background: The EAC is a continuation of the CEDS Committee and will act as a community coalition to foster economic development collaboration with regionally strategic initiatives. The EAC is a platform, and acts as a hub of information to share resources and updates on economic development initiatives throughout the region.

Current Status: The next EAC meeting is scheduled for March 14, at 2:00 PM. Stakeholders will report updates on projects from Q1 of 2023.

4. New Initiatives

The Cochise Economic Garden is scheduled for grand opening at the end of February, 2023. Although the date has yet to be established, there will be a campaign to award 5 startups a scholarship for the U of A Tech Innovation Incubator that will be hosted out of the Garden. This gives SEAGO an opportunity to be connected to a hub of innovation, with plans to stay coordinated to the other regional incubators.

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 16, 2023
SUBJECT: AAA PROGRAM UPDATES

Administrative Updates

Area Plan on Aging: An Area Plan is the document submitted by an Area Agency on Aging to the State Agency on Aging to receive awards or contracts from the State Agency's grant provided under the Older Americans Act, as amended. The Area Plan contains provisions required by the Act, the Federal rules and regulations, State policies, procedures, and assurances and commitments that the Area Agency will administer activities funded under the plan in accordance with all Federal and State requirements. The plan is the blueprint by which the Area Agency develops and distributes a comprehensive and coordinated system of services and serves as the advocate and focal point for older people in the Planning and Service Area.

ADES-DAAS proposed that all Area Agencies on Aging meet five goals. There are multiple objectives that fall under these goals. The Needs Assessment Surveys indicated the top five **serious problems** in southeastern Arizona:

1. Telemarketing or in-home sales rated at 26.6%
2. Affordable dental care rated at 25.9%
3. Maintenance of the yard rated at 24.1%
4. Maintenance and repair of the home rated at 20%
5. Ability to benefit from technology rated at 19.3%

The next steps are to include objectives that allow the AAA to address these problems over the next four years. As we move forward in completing the plan, the AAA staff have sent out Key Informant surveys in the four-county region to gather information from those professional entities who work directly with our vulnerable population. These surveys were sent out on **February 2, 2023**, and are due back **by February 10, 2023**. The timeframe allows the time to draft the report and share it during our Community Public Hearings scheduled on:

- February 23, 2023, at 10:00 a.m. at Santa Cruz Council on Aging in Nogales
- March 6, 2023, at 1:00 p.m. at Oscar Yrun Community Center in Sierra Vista
- March 9, 2023, at 10:00 a.m. at the Clifton Senior Center
- March 9, 2023, at 1:00 p.m. at the Graham County Complex, in Safford

Direct Care Worker Incentives (DCW) and Wage Increase: An ADES-DAAS alert was issued on September 15, 2022, to enable DCW incentives to continue and an increase in wages paid to DCWs starting January 1, 2023. DCWs are those who work for our service providers and deliver Non-Medical

Home and Community Based Services (NMHCBS) to our elderly clients in our four-county region. AAA worked with our service providers to create a plan that includes:

- DCW Incentives based on hours produced with AAA clients.
- DCW wage increases in the four-county region
- DCW recruitment campaign to explore jobs @ WWW.AZDoesCare.org
- Reporting requirements to DES-DAAS

Case Management Update

Our efforts to recruit Case Managers continue as some of the case managers previously reported in our last meeting are no longer with SEAGO AAA. The departure of these two individuals left us to expand our recruitment efforts again. As I am sure all of you are aware, in this job market, recruitment has been a significant challenge, but we have been fortunate to bring a couple of new staff on board.

- **Sarah Guerrero** comes to the AAA with four years of experience from Community Provider Enrichment Services (CPES), a community human services and healthcare organization, and left in 2020 when the agency closed in Cochise County. Sarah lives in Sierra Vista and accepted the position to oversee case management in the area of Benson/Willcox. The case management office and will be housed at the Benson Hospital. Sarah began her employment on Monday, January 23, 2023, and will complete her training under Carrie Gibbons and Seana Riffle before she opens her office in Benson.
- **Elizabeth Torres** comes to us with two years of experience from DARC as a delivery driver for the home delivered meals program. Elizabeth wants to expand her knowledge and career to help provide our seniors with available services. Elizabeth began employment on Monday, January 30, 2023, and is training under Carrie and Yolanda Thomas in Douglas.
- **Yolanda Thomas**, our temporary case manager, is currently helping us maintain the caseload in Douglas and Benson until Elizabeth Torres is fully trained as her replacement. The agreement is for her to stay on board until February 28, 2023 when Elizabeth is ready to be on her own. Yolanda is open to staying with SEAGO-AAA part-time if needed in the future.
- **The Bisbee Case Manager** position is still vacant; please help us pass the word along so we can cover the area. In the meantime, Carrie continues to oversee the caseload in Bisbee.
- A lease agreement will be established by Benson Hospital and SEAGO to allow us to office our case manager there at a minimal or no cost. The ability to do this is huge as it impacts our clients positively when we do not have to pay for space. SEAGO AAA continues to look for other options for the office space in Sierra Vista and Douglas. Please contact the AAA director with information on facility options you might have that will help the AAA support the needs of our clients in Cochise County.

Health Promotion and Disease Prevention

Our Health and Nutrition position remains vacant since the departure of Cindy Meyers. AAA will advertise this position soon. Please visit www.seago.org for details; encourage individuals you feel can qualify for this position to apply or send their resumes to Diane Becerra at dbecerra@seago.org.

Attachments: DRAFT Area Plan Goals and Objectives; [Final Needs Assessment Report](#) (Link)

Action Requested:

Information Only

Action Requested Below:

SEAGO AREA AGENCY ON AGING

Goal One: Older adults in Arizona have access to quality care

Objective 1.1: Strengthen and enhance the dementia capability of the aging network to promote independence

Action Step	Completion Date	Person Responsible	Outcome/Output
<p>AREA AGENCY ON AGING staff forms part of the Alzheimer's Association Regional Council Coalition and partners with the Graham County Health Department to enhance the Dementia Friendly communities. We participate in monthly meetings and support the Alzheimer's Association efforts to increase visibility and awareness of dementia. Given this, we hope to disseminate additional resources to Graham county to best be able to cope with dementia stigmatization.</p>	<p>Ongoing, however monitored on yearly basis for improvements.</p>	<p>AAA Director and Program Coordinators</p>	<p>Increase the amount of dementia friendly communities in our region.</p>
<p>Three AAA staff are certified by the Boston University CADER program to deliver care transitions effectively in SEAZ. With the integration of case managers from Santa Cruz County and Cochise, the certification will improve their knowledge and effectiveness of delivering services to all older adults, disabled individuals and caregivers who qualify not only for HCBS services but for all AAA available programs. This in order to best be able to refer our clients to pertinent resources that will attenuate any hardships.</p>	<p>All In-house case managers and intake specialist will complete after their 6 month probation period</p>	<p>AAA Case Managers</p>	<p>Formulate better connections with the healthcare system to increase visibility of AAA services 0-+</p>
<p>Trualta enables new caregivers to have resources at the tip of their fingertips and helps promote the programs we deliver. Working in tandem with casemanagers, we will aim to disseminate awareness pertaining to the existence of this resource to all relevant actors within our network. Namely by strengthening the bond between caregivers and case managers. This will be done through usage of our existing community forums and outreach appartuses.</p>	<p>Ongoing, however monitored on yearly basis for improvements.</p>	<p>AAA Director and Program Coordinators</p>	<p>Caregivers participation within trualta will become more prevalent and this will correlate to a more profound understanding of their work.</p>

Objective 1.2: Increase access to care coordination, healthcare, and other social services for all seniors

Action Step	Completion Date	Person Responsible	Outcome/Output
<p>We brought the Santa Cruz and Cochise County Case Management programs in-house. This helped us decrease the waitlist by educating our communities about the Older Americans Act requirements and eligibility matrix. The Ability to educate and oversee case managers in ALL AAA program services will enhance their performance and increase the number of individuals we can assist with all programs, not just for HCBS services. We are still working on the integration of these new case managers to optimize our efficiency in aforementioned efforts. The inclusion of Central Intake has allowed linkage between case-managed services and, in general, from congregate settings, local resources, programs, or other available services that individuals might need to learn about. SHIP-SMP continued to provide education to caregivers and retired or disabled individuals by using Medicare.gov and coordinating with Social Security, the VA, and the Department of Security if and when qualified. FCSP will facilitate a "Train the Trainer" model of education of current caregiver programs and Trualta for in-house staff.</p>	<p>Ongoing, however monitored on yearly basis for improvements.</p>	<p>AAA Director, Program Coordinators and In-house Case Managers, SHIP-SMP</p>	<p>By integrating these programs within our purview. Participation in all in-house programs such as the family caregivers support program, SHIP-SMP, and HPDP access will become more ubiquitous.</p>
<p>The Community Connections were established to increase awareness of AAA resources with community organizations and to bridge programs, services and resources within our region. It facilitates new partnerships that will help strengthen the aging network. In essence, Community Connections outreach aims to make communication within our region more fluid and strengthens caregiver awareness and self-identification to increase referrals from our partners.</p>			<p>Increase in number of referrals from healthcare networks, faith based organizations, local organizations, and local government. This step promotes increased awareness of the Older American's Act, which implicates additional possibilites for funding increases.</p>

Objective 1.2: Increase access to care coordination, healthcare, and other social services for all seniors (continued)

Action Step	Completion Date	Person Responsible	Outcome/Output
The SHIP-SMP and FCSP programs are increasing their volunteer base to help increase visibility and effectiveness throughout the region. Existing partnerships are engaged and new partnerships are formed with the Salvation Army, local libraries, community housing, health facilities etc to deliver assistance to family caregivers, low income and non-english speaking individuals with bilingual staff on board.	Ongoing, however monitored on yearly basis for improvements.	AAA Director, Program Coordinators and In-house Case Managers, SHIP-SMP	Strengthen commitments by becoming independent to facilitate counselling education within underprivileged, and marginalized communities.

Objective 1.3: Provide information and promote understanding of options, benefits, and available services through a variety of formats.

Action Step	Completion Date	Person Responsible	Outcome/Output
SEAGO-AAA SHIP-SMP will enhance education and target pre-Medicare beneficiaries to inform individuals and families of Medicare timeframes and requirements that will help reduce penalties incurred by not applying within the appropriate timeframes. SHIP-SMP will continue to educate on Medicare frauds in healthcare field by collaborating with CM in healthcare network and AAA.	Ongoing, however monitored on yearly basis for improvements.	AAA SHIP-SMP, FCSP, LTCO, CMG	The overall decrease in penalization frequency for eligible recipients within our communities. Thus granting greater financial liberty to our senior populations. Build partnerships that will provide SHIP-SMP increase referrals to the AAA programs.
SEAGO-AAA Program Coordinators mutually collaborate on delivering information, education and resources throughout the region. The ability to do this in coordination helps each program meet its goals and objectives. The FCSP works together with the Case Management program to help bring caregivers on board with Trualta. The SHIP-SMP and LTCO work together to deliver the Elder Abuse Taskforce (SEAEAT) which brings partners to the table and address issues that arise in our region.			Cross Integration of distinct programs to diminish existing communication barriers. This will form heavily intertwined service networks that allow actors to intervene for better outcomes when necessary across programs within the agency.

Objective 1.3: Provide information and promote understanding of options, benefits, and available services through a variety of formats. (continued)

Action Step	Completion Date	Person Responsible	Outcome/Output
The FCSP will continue to collaborate in the AZ Caregiver Coalition and the State Caregiver strategic planning coalition to provide feedback regarding our region. By integrating central intake, the AAA is able to identify client available resources to refer to appropriate AAA programs and enhance delivery of services.	Ongoing, however monitored on yearly basis for improvements	AAA SHIP-SMP, FCSP, LTCO, CMG	It will create a better referral system for all programs within the agency. It will help educate our communities in Spanish and English on the eligibility matrix for services.

Goal Two: Increase Awareness and understanding of aging issues to help prepare Arizona for an aging population

Objective 2.1: Strengthen and enhance information sharing on aging issues to promote support

Action Step	Completion Date	Person Responsible	Outcome/Output
The Central Intake unit screens and identifies gaps in service by referring clients to the appropriate programs and resources. Before central intake was established this process was more convoluted and less adhered to by relevant actors.	Ongoing, however monitored on yearly basis for improvements.	AAA Central Intake staff, coordinators, CM's, director	This results in increased use of the mobile app, FB page and our website. Also induces increased participation in volunteer opportunities to further expand our reach.
The AAA program Coordinators are more engaged in their communities and bring more volunteers who are qualified and dedicated to deliver our programs in their communities.			Further promotion of volunteer participation to advocate and disseminate aging issues to their communities.
Will expand public and consumer education to promote the visibility of Health Promotion and Disease Prevention, FCSP, LTC, SHIP-SMP, and HCBS services. This will be done through a myriad of intermodal mediums that facilitate participation and access to vital information.			Increased visibility of available program knowledge.

Objective 2.1: Strengthen and enhance information sharing on aging issues to promote support (continued)			
Action Step	Completion Date	Person Responsible	Outcome/Output
Will continue to collaborate with the Arizona Falls Prevention Coalition and distribute information within health networks to refer effected clients to a matter of balance, tai chi, and other programs.	Ongoing, however monitored on yearly basis for improvements.	AAA Central Intake staff, coordinators, CM's, director	Further educate our communities and promote the use of fall screenings that will help us determine best practices in reducing falls in SEAZ. As well as help clients not only recuperate from incidents but help implant the seed to prevent further falls.
Increase partnerships that include younger adults such as high school students and faith-based organization members through our organizations such as SEAHEC.			Promote education within younger adults to be cognizant of existing services to assist their fellow elderly family members.
Objective 2.2: Promote the usage of positive person-centered pronouns of older adults and other ageism terminology			
Action Step	Completion Date	Person Responsible	Outcome/Output
Will participate in webinars, training, and available resources in AZ to be better informed of positive person-centered vernacular that accomodates and respects older individuals preferences on self identification.	Ongoing, however monitored on yearly basis for improvements.	AAA Staff, coordinators, CM's, director	Increase our usage of positive pronouns within our organizations that will promote a positive environment of inclusivity.
Will work closely with the Alzheimer's Association and the USAgging to study best practices to be effective on delivering in a very multi-cultural region that compels usage of a preponderance of means in effecting change.			Education of existing sub contractors on different ways to engage within their communities to encourage senior participation.

Objective 2.3: Address Senior Homelessness			
Action Step	Completion Date	Person Responsible	Outcome/Output
AAA will work closely with SEAGO Community Development team and join efforts when feasible to help support advocacy for the housing program to address homelessness in SEAZ.	Ongoing, however monitored on yearly basis for improvements.	AAA Director, CMG Coordinator	Create new bonds that will help our agency promote ongoing efforts by sister agencies who are working to ameliorate housing discrepancies as they may relate to our seniors.
AAA will participate in coalitions that address homelessness. Previously, in Santa Cruz County the SEAGO-AAA was involved in a coalition that helped reduce senior homelessness and provided services when placed in housing. We wish to continue this endeavor and work on alternative options to address this issue.			Fewer homeless seniors and increased knowledge of services that may help ease financial hardships that may push seniors into adverse housing situations.
Goal Three: Older adults in Arizona can maintain individual wellbeing and safety to remain active, healthy and independent			
Objective 3.1: Promote healthy lifestyles to reduce long-term illness and mortality from preventable and chronic diseases.			
Action Step	Completion Date	Person Responsible	Outcome/Output
Partner with local health departments to promote the AAA CDSMP and Falls Prevention program. To increase participation by 10% each year for each county.	Ongoing, however monitored on yearly basis for improvements.	AAA Coordinators, AAA Director	As health departments are required to deliver health promotion services, collaborating with them will help generate more units of services for more individuals.
Work closely with all nutrition sites to prepare in addressing mal-nutrition. Our program coordinators will orient them towards the proper avenues for accessing resources pertinent to promoting healthier lifestyles . Being part of NANASP we will help our nutrition centers cope with the changes post COVID.			The AAA staff will increase their participation in webinars and help deliver the information to our nutrition sites for implementation, thus helping increase the number of clients who socially engage.
AAA will find ways to develop closer ties with AHCCC's broad network in order to apprise them of the various programs the AAA delivers. Thus making individuals more amenable to receive programs which can be of use, but have previously been obscure due to a lack of an existing partnership for referrals.		AAA Coordinators, CMG, AAA Director	Disseminate knowledge of vital programs to a previously untargeted group of eligible participant and increase program participation by 10% across the board.

Objective 3.1: Promote healthy lifestyles to reduce long-term illness and mortality from preventable and chronic diseases. (continued)			
Action Step	Completion Date	Person Responsible	Outcome/Output
Will enhance and maintain HCBS which enable older adults to remain at home, decreasing long-term care institutionalization costs.	Ongoing, however monitored on yearly basis for improvements.	AAA Staff, coordinators, CM's, director	Induce individuals to seek means to remain in their houses/ communities and thus implicitly improve quality of life.
Will increase participation in coordination meetings and planning efforts. Thus increasing administrative presence in relevant dialogue pertaining to long term care centers and hospital settings. Promote outreach to Increase public awareness and recognition of family caregivers.		AAA Director, AAA coordinators	Increase in referrals from long term care centers and hospitals to help individuals recuperate from rectifiable incidents using existing services.
Objective 3.2: Support aging services and programs that promote independence and self-determinations of choices			
Action Step	Completion Date	Person Responsible	Outcome/Output
Will continue to prioritize individuals with higher needs for Attendant Care and home delivered meals, based on the scoring method obtained from CMG.	Ongoing, however monitored on yearly basis for improvements.	AAA CMG Coordinator and CM's	Higher Need Individuals will receive expedited assistance for the aforementioned services to prolong their need for services that are detrimental to their independence and well being.
Encourage identified individuals through central intake to participate in congregate settings, in order to increase socialization and promote healthier lifestyles conducive to longevity that isolated services can not impart. FCSP and program coordinators will promote intentional engagement outreach to increase awareness of AAA and Caregiver support services at congregate sites.		AAA CMG Coordinator, central intake and CM's , Program Coordinators	Senior center participation will see an increase, and general advertisement of senior center proximity will be more diffuse.
Develop ways to enhance our reach within regional transportation services to share AAA resources to riders and to encourage them to participate in their available programs.		AAA staff, SEAGO TSP staff	Both physical and interactive methods of display of services within transportation services for individual awareness.

Objective 3.2: Support aging services and programs that promote independence and self-determinations of choices (continued)			
Action Step	Completion Date	Person Responsible	Outcome/Output
Will increase the number of caregivers receiving Trualta licenses by reaching out to providers of healthcare and long-term services and supports. Trualta provides caregivers with tools to be able to diminish the effects of caregiving trauma. FCSP is promoting the inclusion of family caregivers in all relevant care coordination and transitions as essential members and partners in the care recipient's care team.	Ongoing, however monitored on yearly basis for improvements.	AAA FCSP, HPDP, CMG	Be able to track caregivers who may be at the onset of experiencing trauma and provide them with adequate assistance and community to prepare them. Identify Caregivers as partners in Health care and long-term services and supports
Objective 3.3: Strengthen efforts to enhance a multi-disciplinary approach to prevent, detect, assess, intervene and investigate elder abuse, neglect and financial exploitation			
Action Step	Completion Date	Person Responsible	Outcome/Output
The collaboration between SHIP-SMP and LTCO enables AAA to bring essential partners to the table and share ideas, issues and solutions to address elder abuse in our region. While the AAA is part of TASA, the issues in our region are very different than in other parts of the state.	Ongoing, however monitored on yearly basis for improvements.	AAA SHIP-SMP, FCSP, LTCO, CMG	The Southeastern Arizona Elder Abuse Taskforce (SEAEAT) will help increase involvement in elder abuse prevention, multi-disciplinary teams offer training and education of community partners to respond to elder abuse, neglect, and exploitation.
AAA will search for possible legal assistance opportunities for the SEAZ region.		AAA Director	Establish at least one robust partnership apart from referrals to legal aid to better assist individuals undergoing any form of elder abuse or exploitation.

Objective 3.4: Foster inclusion and diversity of underserved and underrepresented populations in accessing NMHCBS within the Aging Network in Arizona

Action Step	Completion Date	Person Responsible	Outcome/Output
AAA staff has participated in the PCOA diversity and inclusion training and plan to participate in the Culturally and linguistically appropriate services (CLAS) provided by SEAHEC as a way to show respect and be responsive to the health beliefs, practices and needs of diverse patients	Will be completed by 2023 and monitored on a yearly basis for progress.	All AAA staff	Ensure both current and future staff members will have the tools to assist our community member's idiosyncratic cultural needs to encourage participation in our programs.

Objective 3.5: Respond to the ongoing effects of Covid-19 Pandemic

Action Step	Completion Date	Person Responsible	Outcome/Output
Collaborate with SEAHEC and their SOW to deliver Covid education In SEAZ. AAA plans to be more involved in assisting with existing NMHCBS clients through the CMG program.	Ongoing, however monitored on yearly basis for improvements.	All AAA staff	Increased information about disease prevention and mitigation efforts throughout the region.
AAA will work on implementing a robust Emergency Preparedness Plan that will include all subcontracted service providers.	Completed by 2024 with continuous opportunities for revision in the future, as new information surfaces.	AAA Director	Formulation of a comprehensive Emergency Preparedness Plan that extracts valuable information in regards to deficiencies and strengths this previous pandemic elucidated.

Goal Four: Providers for older adults in Arizona can provide an integrated and well-trained informal, paraprofessional and professional workforce.

Objective 4.1: Strengthen, expand, and evaluate the Family Caregiver Support Program

Action Step	Completion Date	Person Responsible	Outcome/Output
In Collaboration with two existing partners who help deliver transportation services by use of volunteers, AAA will look for possible ways to enhance the service to include emergent needs which are non-existent to clients and or their unpaid caregivers.	Ongoing, however monitored on yearly basis for improvements.	AAA Director	Make funding available that will help clients and caregivers address their emergency needs.

Objective 4.1: Strengthen, expand, and evaluate the Family Caregiver Support Program (continued)

With use of the Trualta platform, central intake and the transition of case management in two of most served counties, we can track utilization of caregivers services, units, and education provided.	Ongoing, however monitored on yearly basis for improvements.	AAA CMG, FCSP	Allows identification of gaps in service which can then be propelled to advocate for increased funding in deficient areas.
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Objective 4.2: Develop a direct care workforce sufficient to meet the growing care needs in Arizona

Action Step	Completion Date	Person Responsible	Outcome/Output
In Collaboration with our existng services providers AAA is strategizing ways to expand the direct-care workforce, by increasing wages. In advocating as a member of the AZAging network, we will push to address this great issue not only in the state but at the federal level.	Ongoing, however monitored on yearly basis for improvements.	AAA Director, AAA staff	Retain valuable DCW's in a turbulent labor market and in return increase client case load as DCW's acclimate to the system.

Goal Five: Arizona has the necessary infrastructure to deliver needed supportive services

Objective 5.1: Develop programs and approaches to close the current gaps in aging services infrastructure and delivery system, especially to underserved areas.

Action Step	Completion Date	Person Responsible	Outcome/Output
As 50% of our in-house programs are added to DAAR's reporting system, we are able to gather more necessary data which is utilized to develop a framework for posterior targetting of needs. Furthermore, the AAA utilizes the AAA Analysis tool to track use of provider services and allows the Agency to better track and project for changes to our budget.	Ongoing, however monitored on yearly basis for improvements.	AAA Director, AAA staff	With increased reliance on data, we will be able to better assess shortcomings and target funding for vital programs which are not receiving funding comparable to the need.
The Volunteer manual was established to share on the AAA requirements for volunteer opportunities, the manual helps identify the strengths and weaknessess of those who apply and what area of our agency they would be better in.		AAA FCSP, HPDP, LTCO, SHIP-SMP	With training and certification, volunteers feel more valuable to the work they perform and their involvement in each programs increases with time. Thus providing better service.

Objective 5.2: Develop methodology for setting service rates that provide adequate network coverage			
Action Step	Completion Date	Person Responsible	Outcome/Output
SEAGO-AAA region is too small to be able to set service rates. However, as a member of the AZAging network and in conjunction with all other regions in the state we are able to join forces and advocate for one another. We meet bi-monthly with AHCCC's and we stay informed of the changes that affect their population as these impact the AAA's tremendously.	Ongoing, however monitored on yearly basis for improvements.	AAA Director	Develop a system for awareness of inter region fluctuations in population which may alter service rate attractiveness relative to other regions which prepares us for shortcomings in addressing regional needs.
In order for our five service providers to sustain our current and possible increase in caseloads it is imperative that we stay as close as possible to others throughout the state as we generally use the same service providers.		AAA Director, CMG Coordinator	By promoting a climate of interconnectedness we will better be able to cope with increased caseloads while precluding the deterioration of our existing services. Ultimately, collaboration is the only feasible avenue towards improvement and expansion.



EXECUTIVE BOARD PACKET

MEMO TO: EXECUTIVE BOARD
THROUGH: RANDY HEISS, EXECUTIVE DIRECTOR
FROM: CHRIS VERTREES, TRANSPORTATION PROGRAM ADMINISTRATOR
DATE: FEBRUARY 16, 2023
SUBJECT: TRANSPORTATION PROGRAM UPDATES

The following is a brief update regarding the Transportation and Transit planning projects that SEAGO is currently involved in:

SEAGO Road Pavement Assessment Project. The SEAGO Administrative Council and Executive Board approved this project in August for the amount of \$200,000 Federal (STBG). This project will utilize new artificial intelligence road assessment technologies that convert a cell phone into a data collection device that can conduct pavement assessments, pavement marking assessments, road condition inventories, as well as traffic sign inventories, and sign condition assessments for SEAGO member jurisdictions. SEAGO staff will perform the ground work of driving local roadways and collecting roadway data. The data will be sent to a vendor that will analyze the data, establish a roadway inventory, and assign condition assessments to multiple segments of roadway. The data will be made available to all of our jurisdictions through a licensed database. All public roads not on the State system will be evaluated (approximately 4,000 miles).

Update: *The SEAGO Data Portal has opened and invitation sent to all member agencies as requested by TAC members. If you would like access to the portal, please submit a request to John Merideth at jmerideth@seago.org. Since May 1, 2022, SEAGO has collected over 900 miles of data.*

RTAC Priority Project List: Last year, the SEAGO TAC developed a list of list of local projects for submission by RTAC to the State Legislature for consideration in the FY23 State Budget. The list was approved by the SEAGO Administrative Council and Executive Board last August. Although not included in the final budget, they were still up for consideration as late as mid-June. RTAC has requested that Greater Arizona COGs/MPOs develop a project list for FY24 budget discussions. In September, the TAC completed an application review and application ranking process. The SEAGO TAC's Project List was approved by our Admin Committee and Executive Board at our November meetings.

Update: *The project booklet has been completed and is available to view at: <http://www.keepandshare.com/doc12/view.php?id=256060&da=y>. We have a sponsor for the legislation; Representative Timothy Dunn (Legislative District # 25). We also have a bill number for the priority project legislation (HB2543). The bill can be viewed and tracked at: <https://apps.azleg.gov/BillStatus/BillOverview/78930?SessionId=127>.*

Regional Transit Emergency Coordination Plan: On December 30, 2020, SEAGO received notice from ADOT that it received an \$80,000 FTA Section 5305(e) Transit Planning Grant. During the initial outbreak of COVID-19, we found that many of our FTA Section 5311 and FTA Section 5310 providers lacked emergency planning tools and protocols to not only address pandemic issues, but lacked basic procedures to address a variety of potential internal and external

emergencies. The grant provides funding for the development of a Regional Transit Emergency Coordination Plan. SEAGO began work on this project in August 2021 with a series of four County-specific stakeholder meetings. Meetings were attended by 33 emergency preparedness professionals. In April, SEAGO was awarded an additional \$90,000 in funding to continue our work. SEAGO held advisory committee meetings with our regional transportation providers in July and August. Working Papers #1, #2, and #3 have been completed and are available on www.seagomobility.org.

Update: The Draft Study has been completed and will be made available for a 45-day public comment period following Project TAC review. SEAGO will be providing training on the plan to our transit provider in late February.

Fixed Route Public Transit in Graham County: A public transit feasibility study is a requirement by ADOT to access FTA Section 5311 (Rural Public Transit) funding. In general, those studies are good for a 5-year period. In 2015, a Public Transit Feasibility Study was completed for Graham County. The study's useful life has expired and an update of the plan is required. SEAGO has partnered with the National Association of Development Organizations (NADO) to update the study. NADO secured a USDA grant for this project. This has brought national transit planning organizations to the table that SEAGO would not normally have access to. This includes Western Transportation Institute and the National Rural Transit Assistance Program. A transit needs survey has been completed and data analyzed. SEAGO has used the survey data and current ridership data provided by Easter Seals Blake Foundation (ESBF) Community Transportation Project to identify high demand route originating locations. Those locations have been heat mapped through GIS. With that data, draft fixed-route options, maps and schedules have been completed. In May, Easter Seals Blake Foundation expressed a desire to be a lead applicant for an FTA Section 5311 project.

Update: The TAC has been paused to allow ESBF the opportunity to have internal discussions involving their pursuit of an ADOT/FTA Section 5311 application. The next window to apply for FTA Section 5311 funding will occur in January 2024.

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. In February 2019, SEAGO conducted a review with the City of Nogales and Santa Cruz County to determine the aspects of each plan that are still valid in our current economic and transportation climate. As a result of that meeting, SEAGO is developing an updated list of potential projects.

Update: Due to COVID-19 and the public participation demands of this project it was delayed until the SFY23. The project has been forwarded to our FY23/24 ADOT Work Plan. We will have until June 30, 2023 to complete the project. We have established a work group to identify the transit needs for the County. In December, SEAGO applied for ADOT Transit Planning Funds to complete the transit section of the study. We are currently updating project lists on the roads/streets side, identifying project TAC members and expect to reboot the TAC this in March.

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

Attachments: None.

Action Requested: Information Only Action Requested Below