



EXECUTIVE BOARD PACKET

MEMO TO: EXECUTIVE BOARD
FROM: KEITH DENNIS, EXECUTIVE DIRECTOR
DATE: FEBRUARY 16, 2024
SUBJECT: EXECUTIVE BOARD MEETING

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

Friday, February 23, 2024 at 10:00 a.m.

In-Person:

Sierra Vista City Hall

[1011 Coronado Dr. Sierra Vista, AZ](#)

Via Zoom:

Zoom Link: <https://us02web.zoom.us/j/83422732609>

Meeting ID: 834 2273 2609

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

This meeting will be a hybrid meeting with no limitations on in-person attendance. Any Administrative Council members unable to travel to the meeting will be able to attend via Zoom. **The address above is also a link to a Google Map showing the meeting location.** If you are unable to attend, please send an alternate to ensure that we will have a quorum at the meeting.

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

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



EXECUTIVE BOARD AGENDA

10:00 A.M., FRIDAY, FEBRUARY 23, 2024
IN-PERSON AND VIA ZOOM (see Cover Letter for Zoom details)
1011 CORONADO DR. SIERRA VISTA, AZ

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE / INTRODUCTIONS	Chair Gomez	
II. MEMBER ENTITIES' DISCUSSION (Common Critical Issues)	Chair Gomez	
III. CALL TO THE PUBLIC	Chair Gomez	
IV. ACTION ITEMS		<u>Page No.</u>
1. Consent Agenda		
a. Approval of the November 17, 2023 Minutes	Chair Gomez	2
2. Election of Officers for the Executive Board	Keith Dennis	7
3. Discussion and possible action to recommend approval of Cochise County Private Sector Representatives on the Executive Board	Keith Dennis	8
V. INFORMATION ITEMS		
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B. Quarterly Finance Report	Dina Curtiss	12
C. Community Development Report	Keith Dennis	14
D. SEAGO Economic Development District Report	Keith Dennis	16
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F. Transportation Program Updates	Chris Vertrees	28
VI. RTAC REPORT	Kevin Adam	N/A
VII. STAFF ANNOUNCEMENTS / CURRENT EVENTS	Chair Robinson	N/A
VIII. FUTURE AGENDA ITEMS	Chair Robinson	N/A

IX. EXECUTIVE SESSION

Chair Gomez

N/A

1. The Board may vote to adjourn to Executive Session pursuant to A.R.S. §38.431.03 Subsection A.1. for purposes of discussion of a possible retirement gift and/or cash bonus for SEAGO's retired Executive Director Randy Heiss, to include discussion of a specific gift to be determined in appreciation for over 14 years of service and leadership.

X. RE-CONVENE PUBLIC SESSION

Chair Gomez

N/A

1. Discussion and possible action relating to a retirement gift and/or cash bonus for SEAGO's past Executive Director.

XI. ADJOURMENT

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: SEAGO EXECUTIVE BOARD
FROM: KEITH DENNIS, EXECUTIVE DIRECTOR
DATE: FEBRUARY 16, 2024
SUBJECT: ADMINISTRATIVE COUNCIL ATTENDANCE

This memorandum provides information about the number of Administrative Council members or their delegates attending their February 8th 2024 meeting and the manner of their participation in said meeting:

Member Entity Representative	In-Person	Electronic
Number of Administrative Council members present and voting:	2	7
Bigman, Barney – San Carlos Apache Tribe		X
Coxworth, Dan – Cochise County (Treasurer)		X
Harvey, Suzanne / Fulton, Stephanie – Town of Huachuca City	X	
Hinton, Terry – Town of Duncan		X
McLachlan, Matt – City of Sierra Vista		X
Rapier, Derek – Greenlee County (Secretary)		X
Robinson, Ronald – Town of Patagonia (Chair)	X	
Urquijo, Ana – City of Douglas		X
Welker, Dustin – Graham County		X

Notes: Michael Resare stood in for Caleb Blaschke (City of Willcox)

Attachments: None.

Action Requested: Information Only Action Requested Below:

**Draft MINUTES OF
THE EXECUTIVE BOARD MEETING
10:00 A.M., FRIDAY, November 17, 2023
VIA ZOOM
NOGALES CITY COUNCIL CHAMBERS
777 N. GRAND AVE. NOGALES, ARIZONA**

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

MEMBERS PRESENT: Ahmann, Steve – Greenlee County Private Sector Representative **(Zoom)**
Barlow, Bill – City of Tombstone **(In-Person)**
Blake, Alex – Town of Duncan **(Zoom)**
Bojorquez, Hector – City of Nogales **(In-Person)**
Bryce, Randy – Town of Thatcher **(Zoom)**
David, Paul – Graham County **(Zoom)**
English, Ann – Cochise County **(Zoom)**
Floyd, Heather – Cochise County Private Sector Representative **(In-Person)**
Huish, Donald – City of Douglas **(Zoom)**
Lopez, Edmund – Graham County Private Sector Representative **(Zoom)**
Montoya, Luis – Town of Clifton **(Zoom)**
Nozie, Eugene – San Carlos Apache Tribe **(Zoom)**
Valle, Dan – Cochise County Private Sector Representative **(Zoom)**

STAFF PRESENT: Curtiss, Dina – Accounting Manager **(In-Person)**
Dennis, Keith – Community Development Program Manager **(In-Person)**
Dumas, Robin – Senior Planning Specialist **(Zoom)**
Gibbons, Carrie- SEAGO AAA **(Zoom)**
Heiss, Randy – Executive Director **(In-Person)**
Merideth, John – GIS Analyst **(Zoom)**
Miller, David – Community Coordinator **(In-Person)**
Vertrees, Chris – Transportation Program Manager **(In-Person)**

GUESTS: Adam, Kevin – RTAC **(In-Person)**
Molera, Rudy – Santa Cruz County **(In-Person)**
Torren, Sharma- Ag-Conserve Consulting **(In-Person)**

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE / INTRODUCTIONS

Chair Gomez called the meeting to order at 10:00 a.m. and **Keith Dennis** led the group in the Pledge of Allegiance. At the request of the Chair, **David Miller** read the names of those physically present and those attending electronically into the record. **Vice-Mayor Hector Bojorquez** welcomed the board to Nogales. **Supervisor Rudy Molera** also welcomed the board to Santa Cruz County and thanked Executive Director Randy Heiss for his fourteen years of service to the board.

II. MEMBER ENTITIES' DISCUSSION

Chair Gomez called on **Supervisor Ann English** who reported that the City of Douglas has broken ground on the well that will provide water to the new point of entry that is currently under construction. **Supervisor Paul David** provided an update on his discussions and efforts on a legislative bill focused on food safety. Randy Heiss agreed on this issue and reminded the board how much food comes in and out of our borders.

III. CALL TO THE PUBLIC

Dan Gabiou from the Federal Highway Administration (Zoom) thanked the board for the opportunity to listen in on the meeting.

IV. PRESENTATION: Efforts to Conserve a ranch in SE Arizona.

Chair Gomez introduced **Sharma Torrens**, owner of Ag-Conserve Consulting, LLC. Sharma gave a presentation to the board on a property known as Elquen Ranch. Sharma presented the board the options of becoming either a 'CE' Holder or writing a Letter of Support.

V. ACTION ITEMS

1. Consent Agenda
 - a. Approval of minutes:
 - Regular Meeting August 18, 2023
 - Special Meeting September 11, 2023

Chair Gomez called for a motion to approve the minutes.

MOTION: Heather Floyd
SECOND: Luis Montoya
ACTION: Unanimous

2. Discussion and possible action to recommend approval of the proposed Calendar Year 2024 SEAGO Policy Principles

Randy Heiss gave an overview of the proposed Calendar Year 2024 SEAGO Policy Principles. Randy stated that once again SEAGO updated our policy principles document for each program for the next calendar year. This is a tool that's used to empower SEAGO staff to support or oppose policies or issues or legislation, etc. at the state and federal level that could impact the delivery of our programs and our effectiveness in serving you our member entities. So members could also use this and state that this is SEAGOs position that we've taken collectively, or elected officials could do the same. There have been some minor updates to the principles this year. Randy briefly discussed a few bullet points under each Program's section, and offered to answer any questions.

Representative Heather Floyd requested an addition under 'Economic Development' to include support for the Arizona Commerce Authority. Randy Heiss made a note of the request, and will have that language added to the Policy Principles.

Chair Gomez called for a motion to approve Calendar Year 2024 SEAGO Policy Principles.

MOTION: Heather Floyd
SECOND: Bill Barlow
ACTION: Unanimous

3. Discussion and possible action to approve Resolution No. 2023-03 urging state elected leaders to modernize transportation funding sources and opposing diversions of HURF to the State General Fund

Randy Heiss discussed SEAGOs position on Resolution No. 2023-03 urging the Governor and Legislature to modernize Arizona's transportation funding sources and declaring opposition to diversions out of HURF

and into the State General Fund above the \$20 million authorized by statute. Randy once again spoke to the State's budget deficit which brings more challenges when it comes to Arizona's fuel tax.

Supervisor Paul David asked if there would be any language of specific support. **Mayor Luis Montoya** voiced a concern that more language than needed could be viewed negatively. **Mayor Ken Budge** stated he was worried about including any mention of taxes. **Kevin Adam** of RTAC informed the board that SEAGO was consistent with the language used by RTAC.

Mr. Heiss offered to the board that he was happy to take direction and add or remove any language to the Resolution.

Chair Gomez called for a motion to approve (pending amended language) Resolution No. 2023-03.

MOTION: Bill Barlow
SECOND: Edmund Lopez
ACTION: Unanimous

4. Discussion and possible action to approve the SEAGO Classification and Compensation Plan update

Randy Heiss gave an overview and stated he was pleased with the work of HR KNOW, the consultants hired by SEAGO to identify new salary ranges and classifications for SEAGO employees. Randy highlighted the new starting, mid and maximums of salaries making SEAGO more competitive in the market. Randy also stated the classifications weren't as far behind as compensation was. Vice-Mayor Bill Barlow commented that this item was imperative to approve, as this is a prominent issue that has fallen behind.

Chair Gomez called for a motion to approve the SEAGO Classification and Compensation Plan update.

MOTION: Bill Barlow
SECOND: Heather Floyd
ACTION: Unanimous

5. Discussion and possible action to approve the 2023 CDBG Regional Account applications

Keith Dennis gave a brief overview of this year's application process and provided an overview of CDBG applications to the Arizona Department of Housing. The bylaws require approval of fees and assessments including CDBG contracts and this is the purpose of this item.

Chair Gomez called for a motion to approve the 2023 CDBG Regional Account applications.

MOTION: Luis Montoya
SECOND: Hector Bojorquez
ACTION: Unanimous

6. Discussion and possible action to authorize staff to solicit proposals for a consultant to assist in designing the REAP program

Keith Dennis introduced a new partnership with the USDA in the field of economic development.

The REAP program benefits and technologies are considered by USDA to be significantly under-utilized in Arizona and in the SEAGO Region. SEAGO applied for and is scheduled to be awarded a \$150,000 REAP Technical Assistance Grant before the end of this calendar year. The purpose of the REAP TAG is to help SEAGO assist farmers, ranchers and rural small businesses take advantage of underutilized energy

efficiency technologies such as solar panels and wind turbines. In addition, energy efficient heating and cooling systems, lighting and insulation, and energy efficiency upgrades for irrigation systems are eligible activities. Forty percent of the overall cost for these improvements is given back to these businesses as a rebate once complete.

Chair Gomez called for a motion to authorize staff to solicit proposals for a consultant to assist in designing the REAP Program.

MOTION: Bill Barlow
SECOND: Heather Floyd
ACTION: Unanimous

VI. INFORMATION ITEMS

A. Future Meeting Dates

Randy Heiss presented the board with the meeting dates for the 2024 calendar year.

Randy Heiss also mentioned that the next joint meeting of the Administrative- Executive Committees has been cancelled due to there not being program related, time sensitive business.

B. Strategic Plan Progress Report

Randy Heiss outlined the attachment within the packet of SEAGOs implementation and outcomes of strategic goals and responded to questions.

C. Quarterly Finance Report

Dina Curtiss informed the board that SEAGO just completed a zero finding audit and responded to questions.

D. Community Development Report

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

E. SEAGO Economic Development District Report

Keith Dennis mentioned a request for proposals for the REAP/TAG grants was nearing publications and responded to questions.

F. AAA Updates

Carrie Gibbons provided SEAGO AAA updates and responded to questions.

G. Transportation Program Updates

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

VII. RTAC REPORT

Kevin Adam provided the RTAC report and responded to questions.

VIII. STAFF ANNOUNCEMENTS / CURRENT EVENTS

Keith Dennis reported that he had just finished his CPM program, and thanked Randy Heiss for encouraging him to take those classes and for being such a great mentor.

Several board members offered well wishes and thanked Randy for his fourteen years of service.

Randy Heiss thanked the board for all of their hard work over the years. He also wanted to again congratulate Dina Curtiss on the accomplishment of a zero finding audit. He also notified the board of Laura Villa's resignation and that the job opening was posted November, 20th. Randy also informed the board of a partnership SEAGO is involved with in Benson on a piece of property that potentially will offer twenty-five units of affordable housing.

IX. FUTURE AGENDA ITEMS

Randy deferred to incoming Executive Director Keith Dennis. Keith stated the most pressing matter was election of officers.

X. ADJOURNMENT

Chair Gomez called for adjournment of the meeting at 12:50 p.m.

DRAFT



EXECUTIVE BOARD PACKET

MEMO TO: EXECUTIVE BOARD
FROM: KEITH DENNIS, EXECUTIVE DIRECTOR
DATE: FEBRUARY 16, 2024
SUBJECT: ELECTION OF OFFICERS

Article VI, Section C., Subsection 3 of the SEAGO Bylaws prescribes an annual election of Executive Board officers (AKA the Executive Committee). The election is held at the first regular meeting of the calendar year. 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. Those so elected take office at the conclusion of the meeting in which they were elected, meaning the outgoing Chair officiates the meeting, and the incoming Chair officiates the following three meetings.

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 2024, the Graham County Executive Board officer would be elevated to the Chair position; the Cochise County officer to First Vice-Chair; the Santa Cruz County officer to Second Vice-Chair; and the Greenlee County Santa Cruz County officer will drop to the bottom of the rotation to the Treasurer position as shown below:

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

We have been able to confirm that Supervisor Gomez remains willing to continue as the Greenlee County officer, as are Mayor Budge (Cochise) and Mayor Maldonado (Santa Cruz). As of this writing, it is not known if Vice Mayor Ortega intends to continue representing Graham County on the Executive Committee (in this case, as Chairman). If not, our Bylaws provide the Board with options (IV.C.3). Option 1 allows the current chair to serve no more than one additional term. This option has been exhausted due to Mr. Gomez having reached the two-term limit. Option 2 allows the next lower officer in the rotation to be elevated to Chair. Option 3 allows the Board to elect an “at large” officer from among its membership from any SEAGO county. In all cases, a minimum of one year of service on the Executive Board is required for the Chair position.

Notably, 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 2024.



EXECUTIVE BOARD PACKET

MEMO TO: SEAGO EXECUTIVE BOARD
FROM: KEITH DENNIS, EXECUTIVE DIRECTOR
DATE: FEBRUARY 16 , 2024
SUBJECT: COCHISE COUNTY PRIVATE SECTOR REPRESENTATIVES ON
THE EXECUTIVE BOARD

SEAGO's Executive Board includes five Private Sector Representatives: One each from Graham, Greenlee and Santa Cruz Counties and, because its population is over 100,000, two from Cochise County. Private sector representation on our Board is required by the Economic Development Administration due to SEAGO's designation as an Economic Development District.

SEAGO's Bylaws stipulate that the Executive Board

shall appoint one (1) individual from each county area to serve as a Private Sector Representative from that county area. These Private Sector Representatives shall be appointed from the nominations submitted by the Member Entity Representatives from that county area. The Private Sector Representatives shall represent a low income or minority group, or representative organization, or represent the principal economic interests in the region, such as, but not limited to business, industry, finance, utilities, education, the professions, agriculture, or labor. Private Sector Representatives shall serve at the will of the Executive Board and shall serve a two (2) year term, with the option of being appointed to a second term.

Private Sector Representatives (PSRs) be appointed from the nominations submitted by the Member Entity Representatives from each county area, and must represent a low income or minority group, or representative organization, or represent the principal economic interests in the region, such as, but not limited to business, industry, finance, utilities, education, the professions, agriculture, or labor.

Cochise County Private Sector Representatives (PSRs)

The terms of SEAGO's two Cochise County Private Sector Representatives, Heather Floyd and Dan Valle, are expiring. Ms. Floyd is willing to continue serve a second term if nominated by a Member Entity Representative and approved by the Executive Board. Mr. Valle has served the allowed two terms and recommends a Member Entity Representative nominate Mr. Mark Mermis as successor.

As you are aware, Ms. Floyd is the Public Relations Specialist for Valley TeleCom Group. Valley is a telephone and Internet cooperative serving the rural areas of southeastern Arizona and southwestern New Mexico for 60 years. Previous to working at Valley, Heather was employed in

the electric cooperative industry for close to 20 years. Her focus is on improving the lives of rural Arizonians.

Mr. Mermis, in addition to his three decades in the automotive and finance industries, is active in the community, serving on community organization boards and/or volunteering for such groups as Children for Hunger, Boys Club of America, Southeastern Arizona Hispanic Chambers of Commerce Tucson, YMCA of El Paso and Special Olympics. His resume is attached.

The above nominees appear willing, exceptionally qualified and capable of filling the vacancies for private sector representatives in their respective counties, and I would respectfully suggest you recommend them to the Executive Board for approval.

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

At their meeting on February 8th , the Administrative Council unanimously recommended approval of the Cochise County Private Sector Representatives to the Executive Board.

Attachments: Bio/Resume for Mr. Mark Mermis.

Action Requested: Information Only Action Requested Below:

A motion to recommend the appointment of the following individuals to serve two-year terms as Private Sector Representatives on the Executive Board:

- **Ms. Heather Floyd to serve a second term representing Cochise County as PSR**
- **Mr. Mark Mermis to represent Cochise County as PSR**

Mark Mermis Bio

Result driven dependable professional with more than 31 years in Automotive and Finance industries. Strong effective leader developing, motivating, and positively reinforcing employee trust, loyalty, and efficient teamwork. Extremely successful maintaining schedules and budgets while implementing exceptional quality control standards. Forecasting retail sales objectives by vehicle line ensuring the dealer orders meet market demand and managing monthly vehicle allocation and scheduling to ensure maximum production capability within my organization. As a owner Operator and investor in many outside business my military of 20 plus years has define my working habits and culture thru all my business.

- Maintain sustainable dealership production levels
- Actively participate in the recruitment of high-performing individuals by owning the entirety of the recruiting process as a hiring manager
- Create action plan and effectively manage sales managers and sales staff
- Identify coaching needs and promote training opportunities
- Hire, mentor and monitor the performance of department heads
- Set an example of professionalism through actions and appearance
- Maintain superior customer service (CSI) through dealership culture
- Ensure target revenues are met or exceeded
- Responsible for profitability in both the new and used vehicle departments
- Work closely with sales team on enforcement of proper selling methods
- Set objectives for achieving sales and gross profits
- Manage new and pre-owned cars inventory
- Assist in developing an advertising and marketing plan
- Documented reports an implement and measure promotions
- Work with the General Manager to review forecasts and profits for each department
- Responsible for developing a productive relationship throughout the various dealership departments - F&I, accounting, pre-owned, service, and parts
- Create annual dealership sales forecasts
- Develop future sales managers and professionals through job growth, training, development and performance
- Provide guidance, support and motivation to ensure employees are maximizing their ability and growth potential
- Maintain a positive and ethical working relationship with all employees, manufacturers, lenders, vendors and customers.

Education: Bachelor of Business Administration

Volunteers Groups: Children for Hunger, Boys Club of America, El Grito leave no child behind, Southeastern Hispanic Chambers ofCommerce Tucson, YMCA of El Paso and Special Olympics for down syndrome children.



EXECUTIVE BOARD PACKET

MEMO TO: EXECUTIVE BOARD
FROM: KEITH DENNIS, EXECUTIVE DIRECTOR
DATE: FEBRUARY 16, 2024
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 2, 2024	May 17, 2024 - Graham County
August 1, 2024	August 16, 2024 - Greenlee County
November 7, 2024	November 22, 2024 - Santa Cruz County
February 6, 2025	February 21, 2025 - Cochise County

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

Combined Administrative and Executive Committee Meetings (telephonic)
April 4, 2024 – 9:00 a.m.
May 30, 2024 – 9:00 a.m.
October 3, 2024 – 9:00 a.m.
December 5, 2024 – 9:00 a.m.

Attachments: None.

Action Requested: Information Only Action Requested Below:



EXECUTIVE BOARD PACKET

MEMO TO: EXECUTIVE BOARD
THROUGH: KEITH DENNIS, EXECUTIVE DIRECTOR
FROM: DINA CURTISS, FINANCE MANAGER
DATE: FEBRUARY 16, 2024
SUBJECT: FINANCE REPORT

The SEAGO Statement of Revenues and Expenditures for the quarter ending December 31, 2023 is attached for your review.

Colby & Powell has completed the FY23 audit and there were no findings. We now have two consecutive years of no-findings audits behind us for which we will be considered a low risk auditee next year.

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 12/31/2023

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 10/1/2023 Through 12/31/2023

(In Whole Numbers)

		<u>Cur Pd Actual</u>	<u>YTD Actual</u>	<u>Total Budget</u>	<u>% of Budget Used</u>
Revenue					
General Fund	101	29,766	52,621	150,000	35.08%
Agency Response	301	5,003	80,111	45,302	176.83%
Community Development Block Grant	302	40,385	51,385	233,000	22.05%
Economic Development	303	32,497	56,798	110,358	51.46%
Public Transit	308	6,517	14,310	20,000	71.55%
State Planning & Research	309	24,897	76,448	143,250	53.36%
Area Agency on Aging	310	328,156	613,146	1,904,513	32.19%
Regional Mobility Management	311	24,945	50,903	168,750	30.16%
RMM Training	314	6,528	10,377	87,500	11.85%
FTA Access and Mobility Partnership	333	92,374	146,428	192,000	76.26%
Regionwide Pavement Assessment Project	347	32,130	54,454	198,554	27.42%
Nogales Area Transit Feasibility Study	351	3,392	5,368	95,000	5.65%
Brownfields Assessment Cooperative Agree...	352	0	0	15,000	0.00%
Total Revenue		<u>626,589</u>	<u>1,212,349</u>	<u>3,363,227</u>	<u>36.05%</u>
Expenses					
General Fund	101	0	20	150,000	0.01%
Agency Response	301	7,791	21,454	45,302	47.35%
Community Development Block Grant	302	54,856	96,837	233,000	41.56%
Economic Development	303	14,409	34,501	110,358	31.26%
Public Transit	308	6,517	14,310	20,000	71.55%
State Planning & Research	309	24,897	76,448	143,250	53.36%
Area Agency on Aging	310	324,714	605,534	1,904,513	31.79%
Regional Mobility Management	311	24,945	50,903	168,750	30.16%
RMM Training	314	6,528	10,377	87,500	11.85%
FTA Access and Mobility Partnership	333	92,374	146,427	192,000	76.26%
Regionwide Pavement Assessment Project	347	32,130	54,454	198,554	27.42%
Nogales Area Transit Feasibility Study	351	3,392	5,368	95,000	5.65%
Brownfields Assessment Cooperative Agree...	352	3,291	3,291	15,000	21.94%
Total Expenses		<u>595,842</u>	<u>1,119,925</u>	<u>3,363,227</u>	<u>33.30%</u>
Balance		<u>30,747</u>	<u>92,424</u>	<u>0</u>	<u>0.00%</u>



EXECUTIVE BOARD PACKET

MEMO TO: EXECUTIVE BOARD
THROUGH: KEITH DENNIS, EXECUTIVE DIRECTOR
FROM: JUDY LYNN, COMMUNITY DEVELOPMENT PROGRAM MANAGER
DATE: FEBRUARY 16, 2024
SUBJECT: COMMUNITY DEVELOPMENT PROGRAM UPDATES

Regional Account Updates

We are in the public participation portion of the CDBG Regional Account cycle. Applications from Bisbee, Duncan, Patagonia, and Thatcher will be eligible for awards this year. We anticipate the final funding numbers from the Arizona Department of Housing (ADOH) in May or June, and we will provide updates as this information becomes available.

Letters of Intent are due by April 1; application materials are due to SEAGO by July 1 and complete applications will be submitted to ADOH before their August 1 deadline.

Colonias Set-Aside CDBG

This year ADOH will also announce the Colonias Set-Aside CDBG competitive funding round. We anticipate the announcement later this year. Colonias Set-Aside applications must be “shovel ready,” defined by ADOH as having 100% complete engineering plans, a completed Environmental Review Record, a list of potential bidders, and where applicable, permits to construct. Colonias Set-Aside applications must address historic infrastructure deficiencies related to water, wastewater, storm water, or housing (owner-occupied housing rehabilitation).

April is Fair Housing Month

Housing and Urban Development requires that CDBG recipients commit to fair housing in their communities. This often takes the form of Proclamations by Councils and Boards of Supervisors proclaiming April as Fair Housing Month; posters proclaiming that housing discrimination is illegal; and/or other methods. Community Development Program staff will be reaching out to our Member Entities in advance of April to ensure compliance with these requirements.

Housing Program Updates

SEAGO's new five-year Strategic Plan, adopted by our Executive Board in August of 2023, includes objectives and tactics intended to revive SEAGO's shuttered Housing Program. We are pleased to report some initial progress in meeting these important objectives:

- An RFP for a SEAGO Housing Consultant is scheduled for publication in February;
- Bisbee's Owner-Occupied Housing Rehab pilot program is currently out for bid;
- The Town of Duncan intends to use its 2024 Regional Account CDBG for Housing Rehab as well;
- Bisbee and Cochise County are preparing to respond to a State Housing Trust Fund NOFA which will be used to conduct housing needs assessments and to develop plans to mitigate barriers to affordable housing in their communities; and
- SEAGO applied for a grant from the United Way of Graham and Greenlee Counties to fund a housing feasibility study for Graham County.

Action Requested:

Information Only

Action Requested Below



EXECUTIVE BOARD PACKET

MEMO TO: EXECUTIVE BOARD
FROM: KEITH DENNIS, EXECUTIVE DIRECTOR
DATE: FEBRUARY 16, 2024
SUBJECT: SEAGO ECONOMIC DEVELOPMENT DISTRICT 2024

BACKGROUND

In 1991, the Economic Development Administration (EDA) designated the SEAGO Region as an Economic Development District (EDD). EDA describes such Districts as

multi-jurisdictional entities, commonly composed of multiple counties and in certain cases even cross-state borders. They help lead the locally-based, regionally driven economic development planning process that leverages the involvement of the public, private and non-profit sectors to establish a strategic blueprint (i.e., an economic development roadmap) for regional collaboration.

The strategic blueprint, known as a Comprehensive Economic Development Strategy (CEDs), is a strategy-driven plan for regional economic development. A CEDs is the result of a “regionally-owned” planning process designed to guide the economic prosperity and resiliency of an area or region. It provides a coordinating mechanism for individuals, organizations, local governments, and private industry to engage in a meaningful conversation and debate about the economic direction of their region.

The National Association of Development Organizations (NADO) [elaborates](#) on the above: “EDDs encourage economic development planning and project implementation in distressed urban, suburban, and rural regions by opening the door for local communities to access grant and loan funding opportunities, administrative and technical assistance, data and technology resources, and other resources and support.”

It is often but not always the case that EDDs are incorporated into a Council of Governments as part of their overall mission. Arizona has three such EDDs that follow this pattern: CAG, NACOG and SEAGO. Notably, some EDDs exist as separate entities from COGs and some COGs, such as MAG, PAG and WACOG, do not include an EDD.

COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (CEDs)

Our EDD is funded by a Partnership Planning Grant through EDA, and the primary deliverable for this grant is to maintain, update and from time to time re-write our Comprehensive Economic Development Strategy ([CEDs](#)). The current CEDs was re-worked in early 2021 and is in effect until 2025. The annual update will be completed by April 30th of this year. The CEDs contains a number of datasets intended to provide the private sector with valuable information about the regional economy as well as to support

funding applications for priority projects, which are developed by SEAGO's Economic Advisory Council. This group is comprised of regional stakeholders from the public and private sectors. The scope of work for the Partnership Planning Grant includes providing technical assistance in securing funding and implementation of priority projects chosen by our stakeholders. The next meeting of our CEDS committee, the Economic Advisory Council, is on February 28th at 10:00 a.m. At that time we will solicit feedback on the CEDS local project priority list (attached).

Below is a summary of recent activity in the SEAGO Economic Development District.

Broadband: Broadband infrastructure continues to be a priority for our region as a strategy to improve resiliency. The tools in this case are the strategic planning capacity and technical assistance SEAGO is able to provide to the region's stakeholders currently involved in broadband expansion and adoption, and the feasibility study conducted for three out of four of the region's counties.

Brownfield Assessment Grant: We are currently soliciting proposals for a consultant to implement this program.

Affordable Connectivity Program (ACP): It was recently announced that the ACP program has been de-funded. No further events will be scheduled.

Rural Energy for America Technical Assistance Grant (REAP TAG): We are currently soliciting proposals for a consultant to implement this program.

Willcox Theater and Arts: In January of 2022 SEAGO staff provided Willcox Theater and Arts, Inc. (WTA) with Environmental Review Record assistance to support their application for a \$1.7 million EDA Construction Grant. We are pleased to report WTA was awarded the grant, which when implemented will provide a major facilities upgrade to this important cultural institution in Willcox. SEAGO is under contract to provide construction procurement and Davis Bacon Monitoring assistance. WTA has acquired a construction manager to implement this grant, which we anticipate will begin this quarter.

Attachments: SEAGO CEDS Ranked Local Project List

Action Requested: Information Only Action Requested Below:

Regionally Ranked Local Project List

Through SEAGO’s CEDS regional ranking process and in alignment with current EDA investment priorities, SEAGO has identified Broadband Planning and Infrastructure Expansion as the leading project for the region. As part of an ongoing effort to revitalize and implement regional project planning, SEAGO intends on developing a specific broadband project based on the needs of the community.

	Project Name	Project Description	Costs	CEDS-Related Focus Area	Local Ranking	Regional Ranking
Bisbee, Cochise County	DEMA / FEMA	Old Bisbee Fire Suppression System		Focus Area 2	1	18
	WIFA	Old Bisbee Sewer Rebuild	\$30M	Focus Area 2	2	19
	Assistance to Firefighters	Grant Application for Fire Truck	\$1M	Focus Area 2	3	35
	Housing Initiative	Colonias Designation, Workforce, Affordable Housing, and CBDG		Focus Area 3	4	22
	San Pedro Recharge	Provide Water for Border Area Recharge	\$6M	Focus Area 4	5	15
Santa Cruz County	Broadband Expansion	County-wide Connectivity and Affordability		Focus Area 2	1	1
	Partnership with South 32	Local Mining Industry Development with Workforce / Education Implications		Focus Area 1	2	10
	DeConcini Port of Entry	Structural Improvements		Focus Area 2 & 4	3	8
	Regional Tourism Promotion	Support/Grow existing Wineries, Ecotourism Businesses, and Enhance bed tax revenue		Focus Area 1 & 3	4	20
	Digital Commerce	E-Commerce Technology Adoption and Expansion		Focus Area 3	5	13
	Improving Workforce Housing	New Construction and Rehabilitation Projects; attract new developers; Port Authority collaboration; includes Unincorporated areas of Patagonia		Focus Area 3	6	16
Duncan, Greenlee County	Expand Critical Infrastructure	Water, Sewer, and Broadband extended to inner and outer city limits; Connect infrastructure to commercial and residential areas	\$1.9M	Focus Area 2	1	12
	Road, Sidewalk, and Cycle Lane Infrastructure	Improve roads and sidewalks to new and existing commercial and housing areas; expand traffic signage and rehabilitate roads	\$1.3M	Focus Area 2	2	28
	Redevelopment of Business District	Retrofitting better lighting; Electric Car Battery Recharge Station; ADA Friendly Businesses; Rehabilitate Town-owned Structures in Commercial District	\$860K	Focus Area 1, 2 & 3	3	24
	Water Tank Storage	Update Water Tank Storage Capacity for businesses and home owners; current capacity does not meet fire protection service and is underserved in many parts of Duncan	\$789K	Focus Area 2	4	14
	Park Retrofitting, Updating, and Promoting	Retrofitting two parks with ADA-friendly bathrooms, Ramadas and picnic areas; repositioning the Mesa "360 view" as a recreation magnet for trail hikers and cyclists;	\$900K	Focus Area 2	5	42
	Study of Wastewater Treatment Plant	Study the existing and future capacity of the wastewater treatment plant.	\$300K	Focus Area 2	6	21

	Conversion of Stressed Agriculture Assets	Educate and support river-corridor landowners, whose livelihoods are threatened by water rights adjudication and litigation, in converting their properties to nature-tourism destinations; expand facilities and signage, online marketing and other outreach for the Duncan area's nature tourism assets	\$80K	Focus Area 1	7	11
Cochise County	Commercial Port of Entry Infrastructure Design	Design the water and wastewater infrastructure for the new commercial port of entry per the water and waste water study completed by the consultant Stantec	\$300K	Focus Area 2 & 4	1	5
	Commercial Port of Entry	New Commercial Port of Entry to relieve congestion and improve border security at the U.S. Mexico International Border	\$200M	Focus Area 2 & 4	2	2
Douglas, Cochise County	Expand Water & Sewer Infrastructure to Port of Entry	Design/Engineering/Construction for extending water and sewer infrastructure from City limits to approximately 4.5 miles west to the proposed commercial POE location.	\$21M	Focus Area 1 & 2	1	3
	Development of Road to New Commercial Port of Entry	Building out of 1 mile of connector road from Hwy 80 to where the New proposed Port of Entry will be constructed	\$7M	Focus Area 2	2	4
	Construction of New Road from Chino to POE	Building out a new less than half a mile road south of 3rd Street (creating 2nd Street) in what is currently vacant private and City owned land	\$1.5M	Focus Area 2	3	9
	City Water Systems Improvements	Drilling of a new well and the rehabilitation of 3 existing city wells	\$2.5M	Focus Area 2	4	7
	Chino Road Improvements	Foam or Grout Injection Treatment to lift the road and prevent settling	\$500K	Focus Area 2	5	27
Greenlee County	County Road Improvements	Rattle Snake Road -- Chip Seal	\$70K	Focus Area 2	1	40
	County Road Improvements	Skyline View Road -- Pavement Rehabilitation	\$70K	Focus Area 2	2	36
	Park Improvements	Ward Canyon Ball Park	\$30K	Focus Area 2	3	48
	County Fairgrounds Improvements	Install new Roping Chute and Bucking Stock Chutes. Arena Improvements	\$55K	Focus Area 2	4	50
	County Fairgrounds Improvements	Improvements to Horse Facility and RV Camping Area	\$50K	Focus Area 2	5	41
	County Fairgrounds Improvements	Fairgrounds park and camping irrigation	\$150K	Focus Area 2	6	31
	County Fairgrounds Improvements	Ballpark Improvements -- reengineer fields, backstops, dug outs, concession area, restrooms, seating/parking area, fix irrigation to have grass area	\$350K	Focus Area 2	7	43
	Walking Track Improvements	From Verde Lee to Loma Linda Park	\$60K	Focus Area 2	8	47
	County Fairgrounds Improvements	Fairgrounds Building -- Fairgrounds exhibit buildings flooring, heating/cooling, and lighting	\$200K	Focus Area 2	9	33
	County Road Improvements	Ward Canyon Road -- Remove and replace box culvert crossing/soap box bridge		Focus Area 2	10	37

Patagonia, Santa Cruz County	Visitor Center	Build a free standing visitor center with sufficient space to showcase local history, recreational opportunities, business opportunities, as well as offer a small meeting/events space and possible business incubator space	\$425K	Focus Area 1, 2 & 3	1	26
	Road and Sidewalk Beautification	Improve roads and add sidewalks with curbing	\$875K	Focus Area 2	2	32
	Signage Improvements	At entrances to Patagonia on SR82 showing establishments with directionals	\$120K	Focus Area 2	3	49
	Solar Station Development	1 or 2 Mega Watt Solar power station to supply alternate power to the Town	\$3M	Focus Area 2	4	29
	Electric Vehicle Charging Station Development	4 Charging Stations throughout Patagonia	\$18K	Focus Area 1, 2 & 3	5	34
Santa Cruz County - Provisional Community Illege Dist	Water Systems Improvements	Calle Sonora Bridge -- Improved access and enhanced safety to industrially zoned areas across Nogales wash and railroad lines	\$4.8M	Focus Area 2	1	6
	Water Systems Improvements	Water Quality Improvement -- County-wide Watershed Master Plan—Comprehensive Watershed Management	\$400K	Focus Area 2	2	25
	County Environmental Safety	Rio Rico Transfer Station—Facility to Extend Current Landfill Operations	\$2M	Focus Area 2	3	30
	County Road Improvements	Rio Rico Dr. & Pendelton Dr. Intersection Improvement—Capacity Improvement to a Major Intersection	\$400K	Focus Area 2	4	38
	Facility Maintenance Modernization	Facilities Maintenance Building Centralization—Centralize County Maintenance for Efficiency	\$400K	Focus Area 1 & 2	5	39
Sierra Vista, Cochise County	Municipal Airport Development	Implement Improvements to Municipal Airport based on Airport Diversification Study	\$7M	Focus Area 1, 2, & 3	1	23
	Veterans Memorial Sports Complex	Infrastructure upgrades would include additional parking, baseball and softball field upgrades, revitalization of the football field, outdoor track resurfacing, tennis court resurfacing, storage buildings, path, parking lot, and sports field lighting, bathrooms, walking and bike paths, splash pad, covered ramadas, upgraded well and irrigation system, outdoor exercise equipment, outdoor basketball courts, outdoor volleyball courts, and indoor gymnasium expansion and improvements	\$20M	Focus Area 1, 2, & 3	2	44
	Avenida Escuela Extension	Extend the roadway north, providing a second entrance/exit to the city's major sports complex with softball, baseball, and soccer fields which will support the large tournaments	\$2.5M	Focus Area 2	3	45
	Streetscape Redevelopment	Redevelop the Fry Boulevard and North Garden Avenue streetscape along the West End of the city next to Fort Huachuca	\$7.5M	Focus Area 2	4	46
	Industrial/Tech Park Development	Use land to develop an Industrial/Tech park that would leverage the available workforce and educational opportunities in Industries such as cyber, network operations, and virtual reality	\$6M	Focus Area 1, 2, & 3	5	17



EXECUTIVE BOARD PACKET

MEMO TO: EXECUTIVE BOARD
THROUGH: KEITH DENNIS, EXECUTIVE DIRECTOR
CARRIE GIBBONS, AREA AGENCY ON AGING DEPUTY PROGRAM
FROM: DIRECTOR
DATE: FEBRUARY 16, 2024
SUBJECT: AAA PROGRAM UPDATES

Administration

After much effort, time invested, and recruitment, we have **NO** vacant positions at AAA. All Case Manager positions have now been filled with the return of previous Cochise County Case Manager **Shirley Thomas** on 12/18. Shirley will be handling the Bisbee/ Naco caseload. SEAGO AAA is happy to welcome our new Program Director **Ms. Celeste Vasquez**. She brings a new perspective to our team with her exemplary leadership skills. We are looking forward to what her leadership will bring to our region.

CMG-SFY24 Reduction Notice Update

In August, a letter was sent to our home and community-based clients, informing them of the utilization of the additional funds we were issued during COVID. SEAGO AAA **has exhausted all of these (AARP) additional funds**, and our case managers have been reevaluating client services and making reductions to authorized service hours and or closing services for those that no longer qualify since the expanded Pandemic parameters have ended.

- By prioritizing those in the greatest need, Case Managers completed this process at the end of November.
- Case Managers closed 106 clients who no longer qualified for AAA services or were eligible for other resources. This brought us from 461 clients enrolled in Attendant care to 355 clients currently enrolled.
- This also changes our Unit utilization from 4,521 (\$113,025) units to 2,507 (\$62,675) monthly.

The next steps are for us to take at our current available funding and work towards moving clients off the waitlist and into active services.

SB1720 Housing Funds

One of Our main goals at the SEAGO AAA is to help seniors stay in their homes as long and as safe as possible. SEAGO AAA has received funding (\$240,000) to assist people

aged 60+ and the disabled with Home repair, rental assistance, Mortgage assistance, utility assistance, move-in/out costs, and more. We have established MOUs with multiple community partners, including:

- **SEACUS** in partnership with St. Vincent DePaul of Graham and Greenlee County
 - Home repair/Adaptive aids
 - Rental, Mortgage, and Utility Assistance
- **Direct Center for Independent Living** serving all 4 counties in our region
 - Home repair/Adaptive aids
- **Step-Up Bisbee Naco** for home repair in the Bisbee/Naco area in Cochise County.
 - Home repair/Adaptive aids

With guidance and criteria set by DAAS, Seago AAA has written policies and procedures for the program, with our central intake team being the point of contact for these services and assisting with the eligibility screening process. Our next step is educating the community partners on the processes for reporting and billing.

Attachments: Celeste Vasquez Bio

Action Requested: Information Only Action Requested Below:

WELCOME TO THE TEAM



Celeste Vasquez
Program Director, Area Agency
on Aging

Email: CVASQUEZ@SEAGO.ORG
Office: 520-432-2528
Cell: 520-366-6424



My name is Maria Celeste Vasquez. I was born and raised in Douglas, Arizona. I was a graduating junior from Douglas High School for the class of 2000, attended Cochise College and Western Governors University where I was pursuing my Bachelors in Business Management. My goal is to return to school in the next year and complete that degree. I am a medical assistant by training and became a National Registered Certified Medical Assistant in 2018. I have been married for 25 years and have four daughters ages 26, 21, 12 and 10. I enjoy spending time outdoors with my family and our three dogs. I love to read, my favorite author is Patrick Lencioni.

I have been lucky enough to always work in a setting where I am able to give back to my community. I have over 22 years of clinical experience, 15 of those include senior leadership of a non-profit federally qualified health center, grant management and organizational development experience. I worked for Chiricahua Community Health Centers for nearly 20 years, most recently managing over 120 of the 300 employees.

I am very excited to come to SEAGO and continue to provide services to the community I dearly care for. I have cared for my grandparents, and my own mother now, and know the struggles our community faces. Being able to expand my knowledge to assist more than just Cochise County has been a long time goal, and being the Program Director for AAA will give me this opportunity.



EXECUTIVE BOARD PACKET

MEMO TO: EXECUTIVE BOARD
THROUGH: KEITH DENNIS, EXECUTIVE DIRECTOR
FROM: CARRIE GIBBONS, AREA AGENCY ON AGING DEPUTY PROGRAM DIRECTOR
DATE: FEBRUARY 16, 2024
SUBJECT: AAA AREA PLAN UPDATES

Area Plan Update: The SFY24/28 Area Plan on Aging includes **Five Goals, 15 Objectives, and 44 Action steps**. The AAA will provide quarterly updates on a few accomplishments each program coordinator and AAA Admin is working towards achieving.

Health Promotion and Disease Prevention Program

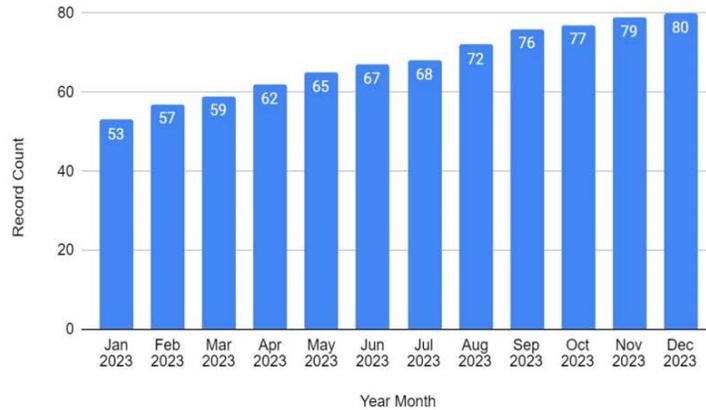
- **1.2.B, 1.2.C** HPR Coordinator has met with many current partners and is working on meeting other partners with AAA. The HPR Coordinator has three (3) new volunteers lined up and is currently in the process of getting them set up. This is an increase of 75% of current volunteers for this program.
- **2.1.C** HPR Coordinator currently has one A Matter of Balance class in progress, with two more in the near future, one Tai Chi for Arthritis class in progress, and plans for two more Tai Chi classes ongoing.
- The HPR Coordinator is in the process of acquiring the certifications required for the position.

Family Caregiver Support Program

- **1.1.C, 1.3.B** Trualta Total Enrollments: 80 Caregivers, 905 content views and 134 Trainings completed in November.
- FCSP Coordinator provides Trualta professional development to Case Management staff by facilitating Trualta trainings and Trualta Best Practice Q&A presentations. By utilizing Case Managers to identify, educate, and enroll family caregivers on Trualta, we optimize the success of the program and can expand the efficiency and capacity of the Family Caregiver Support Program.
- Trualta now offers an English or Spanish language toggle for the portal. SEAGO AAA Case Managers in predominantly Spanish-speaking communities are now able to offer caregiver skill-based education. This expands FCSP capacity to provide inclusive community outreach and awareness of caregiving skill-based learning.



Caregiver Count 2023



- **1.2.B** Senior Connect /Circle of Care Collaborating with our existing “Senior Connect” partners (Public and County libraries throughout our region) and a new partnership with AzCHOW, Community Health Workers, Douglas- FCSP launched “Circle of Care” Caregiver Support and Sharing in December. By linking virtual and two in-person support groups, FCSP hopes to meet the special needs of caregivers who are home-bound, or unable to attend in person meetings and to share AAA information and resources with all participating groups simultaneously.
- SOS (Serving Our Seniors). FCSP is part of a planning group of community partners in Sunsites/Pearce (CRISP) to provide monthly senior community education. A 2024 Launch Event of “Serving Our Seniors” was held on Jan 17, 2024 to offer awareness, education, and resources from all organizations that offer services in this primarily under-served community.
- **2.1.B** 2023 Volunteer Training and Appreciation Event Hosted by SEAGO AAA Program Coordinators to recognize our valued volunteers and provide annual training. FCSP Coordinator presented “What is FCSP and Caregiver Self-Care?” to the attendees.

State Health Insurance and Senior Medicare Patrol

- **2.1.A** The collaboration between current partnerships such as Central Intake has helped increase beneficiary contact of 2023 by 60% in October through December vs 2022.
- **2.1.B, 5.1.C** The number of SHIP/SMP volunteers has grown from three to five active volunteers.
- **1.1C, 3.1** A Media and current partnerships such as SEACUS, Chamber of Commerce have been utilized to promote SHIP/SMP services in the community.
- **2.1.C** SHIP/SMP goal is to increase awareness and education in our communities on ways to prevent future penalties. SHIP/SMP has utilized partners such as Newsletters, Constant Contact, Facebook and one-on-one counseling sessions. SMP educates awareness of fraud and scams by empowering Medicare beneficiaries to protect themselves from scammers by staying informed of the trends.
- **3.1.C** SHIP/SMP provides information to communities on the benefit to renew or apply for Medicare and Medicaid services, such as Extra Help and Savings Plans.
- **2.1.E, 3.3.A** SHIP/SMP and Long Term Care Ombudsman Coordinator continue to promote and deliver (SEAEAT) the Southeastern Arizona Elder Abuse Taskforce. SEAEAT continues the efforts to expand throughout Region VI by utilizing current partnerships and community outreach. The task force is moving forward with completing an application for US Aging conference in Tampa as speakers on Tampa on SEAEAT

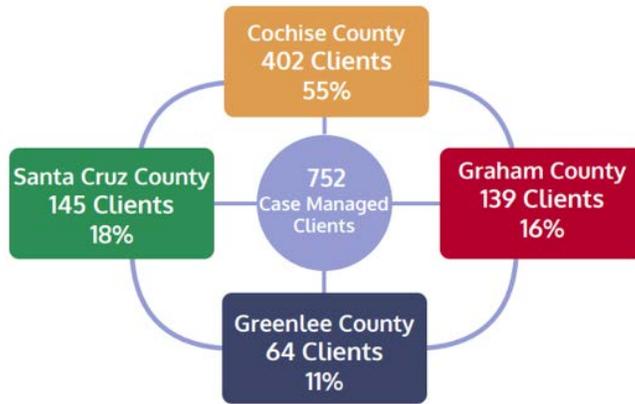
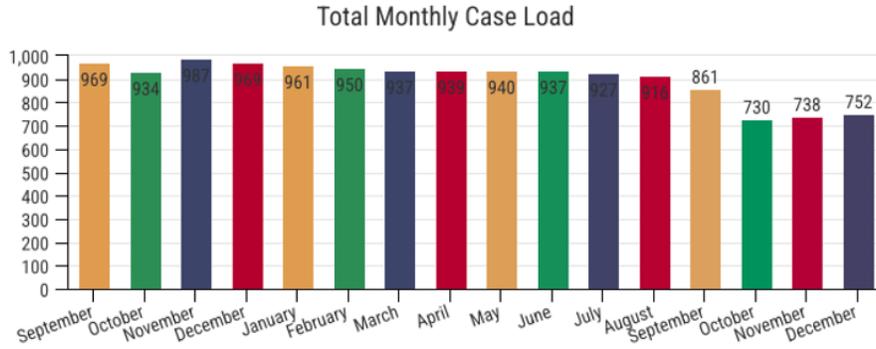
outcomes.

Long Term Care Ombudsman

- **3.3 A** The Long Term Care Ombudsman and Volunteers continue to see the skilled nursing facilities and assisted living facilities in Region VI. The Ombudsman Coordinator continues to recruit volunteers in Spanish-speaking areas.
- New Spanish speaking Volunteer starts January 23.
- The LTCO attends Toastmasters to strengthen her abilities as a public speaker, with a goal of presenting in the near future at the USAging conference if the opportunity presents itself.
- **3.3.B** Southeastern Arizona Elder Abuse Taskforce (SEAEAT)
- In the past, we worked to have a tri-fold made. As we made this tri-fold we realized that it could not hold the amount of information we would like. The SEAEAT partners decided to make a booklet to be able to hold the resources we would like the community to have, this task is work in progress.

Case Management and Central Intake

- **1.1.C, 4.1.B** CMG Program: CMC and FCSP have joined forces to create program instructions and a reporting process that simplifies the onboarding and reporting procedures for Trualta. This process will enhance case managers' ability to manage their tasks and offer superior assistance and services to their clients. Case Managers and Central Intake have been provided onboarding training for the Trualta platform and are now equipped to educate, offer, and onboard family caregivers.
- **1.2.A** The integration of case management in Cochise and Santa Cruz County has enabled us to expand resources, raise awareness, and better educate our communities on the Older Americans Act. It is important to teach and guide our case managers on the importance of a referral and approval of services. Constant education is in place at this time in order to assist our clients with services that empower them to care for themselves and continue to live independently in their own homes.
- Case Managers are receiving more comprehensive training from AAA Coordinators during monthly meetings. This training equips them with increased knowledge about the coordinator's program and highlights effective ways Case Managers and coordinators can collaborate to enhance outcomes.
- **2.1.A** 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 entities.
- The expansion of AAA's central intake position to full-time has been successful. The two part-time intake specialists have been trained to provide callers with information on local, state, and federal resources. They are also well-versed in educating callers on volunteer opportunities and how to access additional resources such as the AAA App, webpage, and Facebook. We now have a referral turn around time of 24- 48 hours.
- **3.2.A** Case Managers continue to prioritize those with higher needs for Attendant Care and home-delivered meals based on a scoring method obtained from Central Intake. This means that individuals with higher demands will receive faster assistance to prolong their independence and well-being



Action Requested:

Information Only

Action Requested Below:



EXECUTIVE BOARD PACKET

MEMO TO: EXECUTIVE BOARD
THROUGH: KEITH DENNIS, EXECUTIVE DIRECTOR
FROM: CHRIS VERTREES, TRANSPORTATION PROGRAM ADMINISTRATOR
DATE: February 16, 2024
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 groundwork 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 the 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 is open and invitations were sent to all member agencies. If you would like access to the portal, please submit a request to John Merideth at jmerideth@seago.org . On October 5, 2023, SEAGO hosted the first North America RoadAI User Group meeting at the Cochise College Benson Center. The training was attended by 42 people from 31 agencies. We are expecting an update to the data portal very soon. Vaisala will be adding pavement treatment recommendations to our data portal. To date, SEAGO has completed over 60% of our local road network. The Vaisala contract is set to expire on April 1, 2024. At our January TAC meeting, the TAC voted to extend the contract an additional 12 months.

RTAC Priority Project List: Last year, the SEAGO TAC developed a list of local projects for submission by RTAC to the State Legislature for consideration in the FY24 State Budget. The list was approved by the SEAGO Administrative Council and Executive Board in August 2023. On May 11, 2023, the Governor signed into law a \$17.8B state budget for State Fiscal Year 2024. Transportation infrastructure fared very well, receiving \$653.5M in one-time revenues. The SEAGO Region did very well securing over \$30 million in projects. In addition, SVMPO planning area secured almost \$10 million in projects. RTAC requested that Greater Arizona COGs/MPOs develop a project list for FY25 budget discussions.

Update: In June, SEAGO issued a call for projects. The call closed on August 11, 2023. We received 7 applications. In September, the TAC completed an application review and application ranking process. SEAGO's Administrative Committee and Executive Committee reviewed and approved our FY25 RTAC Priority Project List at our October 5, 2023 meeting. This project has been assigned a Bill # (2412) and is expected to be heard by the House Transportation & Infrastructure Committee on January 31, 2024.

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 5 years. 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. A transit needs survey has been completed and data analyzed. SEAGO has used the survey data and current ridership data provided by the 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. During this phase of the study, the Easter Seals Blake Foundation expressed a desire to be a lead applicant for an FTA Section 5311 project. The TAC has been paused to allow ESBF the opportunity to have internal discussions involving their pursuit of an ADOT/FTA Section 5311 application.

Update: *The next window to apply for FTA Section 5311 funding will occur in January 2024. The study resumed in June. Both ESBF and the San Carlos Apache Tribe have committed to moving the project forward. SEAGO met the San Carlos transit program this month. A budget and updated route plan and schedule have been completed. SEAGO held a stakeholder meeting on November 29, 2023. The completed Study has been delivered to ADOT.*

Nogales Area Transit Feasibility Study: The Nogales/Rio Rico area is the largest remaining community in Arizona that does not have a Public Transit Program. To explore the demand for a transit system, SEAGO applied for a transit planning grant through ADOT last December.

Update: *On March 30, 2023, SEAGO received a \$95,000 award to conduct Phase 1 of the Study. If a strong need/demand for service is identified, we will apply for Phase 2 (Implementation Plan) in December. The goal is to have a plan in place by the January 2026 FTA Section 5311 application cycle. A public participation plan has been developed and SEAGO is recruiting for TAC members. Ridership data collection has begun with key transit stakeholders.*

SVMPO/SEAGO Joint Regional Highway Safety Plan: In 2016, SEAGO and SVMPO partnered on a Regional Safety Plan. The project resulted in over \$3 million in regional safety projects. The plan has exceeded its useful life as crash data in the plan is over 8 years old. SEAGO and SVMPO are once again partnering on a plan update. ADOT Traffic Safety Section has approved the project and ADOT/FHWA has authorized funding for the project. Kimley-Horn has been selected as the project consultant.

Update: *The project kick-off meeting was held on November 16, 2023. Stakeholder meetings will be held the week of February 5th in each county. If you have not received an invitation and would like to attend, please let me know by February 2, 2024.*

Action Requested: Information Only Action Requested Below