

Gila County Community Action Advisory Board Meeting
Messinger Payson Funeral Home
901 S. Westerly Road
Payson, AZ 85541
August 15, 2013

- I. Called to order/Welcome: Called to order at 9:15 Annie Hinojos, Chair
- II. Roll Call: Vicky Quesada, Lynn Canning, Margret Celix, Barbara Leetham, Ramona Ortiz, Audrey Opitz, Nolberto Waddell, Annie Hinojos.
Absent: John Zilisch
- III. Information/Discussion/Action Annie Hinojos, Chair
- Motion to approve 5/15/2013 meeting minutes: Audrey
2nd: Barbara
Motion approved.
- IV. Chair's report: Annie Hinojos, Chair
- Nothing to report.
- V. Financial Report: Handout distributed Annie Hinojos, Chair
- Motion to approve financial reports of 5/15/2013 meeting and 8/15/2013 meeting: Ramona
2nd: Lynn
Motion approved.
- VI. Director's Report Malissa Buzan, Director
- Working advocacy component as far as Community Action goes. Community Services Block Grant is what runs our program. Through a continuing resolution with the Federal government, Gila County Community Action has a minimum funding variable of \$150,000. There are two agencies in the State, Coconino County and Gila County that have the minimum funding variable. The way the contract reads right now and the State Plan, we cannot be cut.
 - Workforce Investment (WIA) is a continuing resolution with the Federal government along with the Community Services Block Grant which funds our CAP agency. I've been advocating for and doing work in that area. I've been acclimating myself to the WIA board. Community Services is the fiscal agent and grant recipient for Gila/Pinal as far as workforce investment. That includes youth workforce which is the old JTPA, adult; which helps adults with basic skill training, GED's, and paying for trainings, CDL's, certifications, up to two years of schooling for certification or a degree. REPAC which is the reemployment and special training is for laid off workers. Those dollars pay for rapid response, people get laid off, case managers go and help them with training, or change of career, get them signed up for unemployment, and letting them know what services are available. Adult and youth are both income based. Adult is run by CAG and youth by CAC. REPAC is in house by Gila County. So if they are on unemployment or qualify for unemployment even if they have a severance package, they still qualify to come into the REPAC center and we have the one stop center which has DES available, CAC doing the youth and CAG doing the adult and REPAC. We have computers available in there for use for on line applications and someone is available to help them. There is one in Globe, Casa Grande, and we are also trying to get what is called access points in all libraries. Those will be available in Globe, Payson, Casa Grande and A.J.

- Gila Employment and Special Training, we are hiring another person in Payson. They work with and job coach the developmentally disabled and vocational rehabilitation clients that are training to do something else. We have the DTA program in Payson and Globe. Payson area is growing. Clients are referred through DES through DD and vocational rehab departments.
- The Housing department will be assisting the Town of Hayden to perform housing rehab. We will be doing a couple of houses. There will be a meeting on the 23rd. We received a new home grant for \$350,000. The four clients that we had signed up for this grant were in Payson but have now expressed they do not want liens placed on their homes. Only one is going to go through with the home rehabilitation so we are looking for more clients in Payson. Contractors do the work. We have to train them and get them certified. Contractors have to go out for bids. The one thing we cannot do is multifamily housing.
- There is some restructuring going on in Community Services, Dorine will be the CAP Administrator, Housing Administrator will be Estelle Belarde, and Gabe Eylicio will be project Administrator. The County is going through a classification and compensation study.

VII. Program Report

Dorine Prine

ROMA update: Handouts distributed.

- CAP not much to report as we are starting new fiscal year.
- I recently went through ROMA training. There will need to be changes. There is a need to do more case management, 25% of cases have to be case managed and we have to be able to prove it. So, we are not just doing the output anymore, we are doing outcomes. We need to show that we aren't just spending the dollar amounts, we have to show how we are changing the lives on each one that we are doing this for. That is part of the ROMA, (Results Oriented Management and Accountability.) Six National goals are mandatory activities and we have to be able to do them. Because funding has become so competitive we need to be able to show outcomes not output. That was what ROMA training was about. I am working on becoming a certified ROMA trainer. Each of the Agencies, Counties, States, they are graded on points. Having a certified trainer gives more points.
- We are revising the CAP pre screening form. I will have that for the next meeting. We are going to attach a matrix to it.
- Malissa: We are going to apply ROMA management principal and accountable cycle to the whole Division.
- Malissa: I'm hoping to get volunteers for the VITA site. It was set up to be volunteer oriented. We are hoping to start recruiting soon for volunteers.
- Dorine: Will keep you up to date on changes.
- Annie: I would like it noted that I would like to thank CeCe, Estelle, and Dorine for responding so quickly when I call them.

VIII. New Business

Annie Hinojos, Chair

- Motion to recommend Gila County Board of Supervisors re-appoint Audrey Opitz, Annie Hinojos, Nolberto Waddell, Vicky Quesada and Ramona Ortiz whose terms expire 12/13/2013: Barbara 2nd: Lynn
 Discussion: Malissa, during this time if any of you feel that you are not up for another 4 year term, please let us know so we can proceed with what our bylaws state.
 Audrey, Margret and Lynn represent public. Vicky, Barbara and Ramona represent private.
 John is low income; we had the process up here in Payson where we had ballots. He represents the low income from this area. We can place this on the agenda for the November meeting for further discussion

Motion approved.

IX. Information/Discussion/Action-CAP Plan 2013

Annie Hinojos, Chair

- Motion to approve CAP Plan 2013 with revisions; page 8, update Tripartite Board Roster:

Ramona

2nd: Audrey

Motion approved.

X. Next Meeting Information

Annie Hinojos, Chair

November 20, 2013 Globe

10:00 (Location to be determined)

XI. Adjournment

Annie Hinojos, Chair

Motion to adjourn (11:30): Margret

2nd: Lynn

Motion approved.