



OUTSIDE AGENCY (OA) CITIZEN REVIEW COMMITTEE

NOVEMBER 3, 2021 at 9:00 A.M.

Held via Video and Teleconference

1. CALL IN: 213-279-1657 Code ID 288 626 804#
 2. ONLINE Weblink – [Click here to join the meeting](#)
- If the link does not work, submit a request to obtain the link to manira.cervantes@pima.gov

MINUTES

COMMITTEE MEMBERS:

Present: Ms. Rosalva Bullock – Chair - D5 (via MS Teams)
Ms. Jeannine Mortimer – D4 (via MS Teams)
Ms. Onita Davis – D1 (via MS Teams)
Mr. Victor Soltero – D2
Mr. Steve Huffman — Vice-Chair - County Administrator (via MS Teams)

Absent: Mrs. Trisha Hastings-Sargent – D3

COMMUNITY & WORKFORCE DEVELOPMENT DEPARTMENT STAFF PRESENT:

Daniel Sullivan – CWD Director
Jenifer Darland – CWD Deputy Director
Melanie Puig – Accounting Support Specialist Senior
Esther Cortez – Program Specialist

- 1. Call To Order by Chair Rosalva Bullock at 9:05 am**
- 2. Roll Call - Quorum Present**
- 3. Pledge of Allegiance**
- 4. Call to Audience - None**
- ACTION Review & Approval of Minutes for
 - OA Meeting - February 27, 2021
Ms. Bullock asked for a motion to approve the February 27,2021 minutes as presented.
Ms. Davis moved to approve the minutes, as presented.
Mr. Soltero seconded the motion. Motion passed unanimously.
 - Attraction & Tourism Meeting - May 25, 2021
Ms. Bullock asked for a motion to approve the May 25, 2021 minutes as presented.
Ms. Davis moved to approve the minutes, as presented.
Mr. Soltero seconded the motion. Motion passed unanimously.

6. Attraction & Tourism (A&T) Update

Ms. Frisch reported they are still dealing with COVID and continue operations within Social Distancing guidelines, masking and good safety measures, and are working with the Health Department. They are moving forward with some of their events, some have changed into partially online, Zoom team meetings, and/or have downsized the event. The quarterly reports that are coming in, have looked good so far.

7. Attraction & Tourism, BOS Funding Reallocation – Chicanos Por La Causa

Ms. Frisch reported that the Arizona Bowl was awarded funding under Attractions and Tourism however this resulted in conflict and was addressed at a few Board of Supervisors meetings. The Board of Supervisors voted to reallocate funding to Chicanos Por la Casa. It will be administered by Community & Workforce Development (CWD) Department through the OA Program because it is not a Tourism activity. Mr. Sullivan stated the contract is currently in process and soon to be executed.

Note: Funding for CPLC is for one year. If CPLC wishes to continue to obtain funding would need to apply to the current OA Grant Application process.

8. County Budget - OA Program Budget Update FY21/22

Ms. Bullock stated no report at this time, will provide an update at the next meeting.

9. Overview of OA Activities

a. FY 20-21 Agency Funding Expenditure Reports

Ms. Darland presented and reported on the OA reports provided as a handout. She stated the program was 98% expended, which is a tremendous effort, considering the circumstances of our community concerning COVID and how it likely delayed and impacted a lot of the deliverables that were proposed pre-pandemic, some were left unspent likely due to COVID. She stated if the Committee requests further information she can follow up with staff and provide written if necessary. Committee did not have any questions nor requested further information.

b. FY 21-22 Agency Funding Expenditure Reports

Ms. Darland reported the fiscal year 2021 and 2022, spending is underway and as noted, earlier in the meeting everything is getting caught up. She stated will be reconciled and an update provided at the next committee meeting.

c. FY 21-22 Contract Amendment status

Ms. Darland reported all contract amendments, except 3, have been executed. The three amendments have been completed and are in process for execution/approval by the BOS. An update will be provided at the next meeting.

d. OA Performance and Annual Report

No report at this time.

e. OA Grant – Request For Funding (RFF) Timeline

Ms. Darland provided a brief update on the OA RFF Grant Application process. She stated the Pre-Applications will open on November 8, 2021, a Technical Assistance will be held on November 15, 2021, the Pre-Application deadline is December 6, 2021, Full-Application access will begin December 17, 2021, and the Full-Application deadline is January 21, 2022, at 11:59 P.M. MST. Once the Committee has completed the grant application review process, the funding recommendations will then be submitted to the Board of Supervisors for approval in June. The Committee was asked if there were any questions; the Committee had no questions.

10. Next Meeting Agenda and Date

Ms. Bullock stated the next meeting will be between March-April for the grant review process.

11. Adjourn

Ms. Bullock requested a motion to adjourn the meeting.

Mr. Soltero moved to adjourn the meeting.

Mr. Huffman seconded the motion. Motion passed unanimously.

12. Meeting adjourned at 9:30 A.M.