



**PIMA COUNTY COMMUNITY DEVELOPMENT AND
NEIGHBORHOOD CONSERVATION DEPARTMENT**

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**PIMA COUNTY
EMERGENCY FOOD AND SHELTER PROGRAM LOCAL BOARD
FEMA/EFSP Phase XXIX
Funding Allocation Meeting
Thursday, August 18, 2011 and Friday, August 19, 2011 12:30 pm
United Way of Tucson – Suite 200
330 N. Commerce Park Loop
Tucson Arizona 85701**

MINUTES

EMERGENCY FOOD AND SHELTER BOARD MEMBERS

Present Jill Rich
 Janet Avert
 John Blackburn
 Cammie Dirrim
 Kim Egita
 Evelyn Gonzales
 Margaret Higgins
 Jackie Lopez (for Emilio Caiz)
 Maj. Edward Marcome (for Maj. Clem Leslie)
 Ken McKinley
 Bill Magnotto
 Ed Mercurio
 Arlene Muniz (for Vicky Marshall)
 Susanna Rodriguez
 Steve Schiltz
 Terri Smith

**COMMUNITY DEVELOPMENT AND NEIGHBORHOOD CONSERVATION
DEPARTMENT STAFF**

Pamela Moseley – Pima County Community Development and Neighborhood
Conservation Program Coordinator for Special Populations
Karin Garrison – Pima County Community Development and Neighborhood
Conservation Administrative Specialist
Paula Jansmann – Pima County Community Development and Neighborhood
Conservation Administrative Specialist – Senior
Gloria Soto – Pima County Community Development and Neighborhood Conservation
CDBG Program Coordinator

CALL TO ORDER by FEMA acting Chairman Jill Rich @ 12:00 pm

ROLL CALL OF BOARD

Quorum satisfied

INTRODUCTION & WELCOMING

Acting Chairman Jill Rich welcomed new board members and a brief explanation of the process was given. Pamela Moseley gave a brief explanation of package given to the committee members.

ELECTION OF BOARD CHAIR

Margaret Higgins nominated Jill Rich, Evelyn Gonzales seconded. Motion passed unanimously.

APPROVAL OF AGENDA

Margaret Higgins moved to approval, Terri Smith seconded. Motion passed unanimously.

APPROVAL OF MINUTES FROM PHASE XXVIII

Margaret Higgins moved to approve minutes, Bill Magnotto seconded. Motion passed unanimously.

DISCUSSION OF ALLOCATIONS & ALLOWANCES

Award amount of \$421,133.00 which includes an Administrative Allowance of \$8,423.00, award balance is \$412,710.00. Terry Smith motioned to pass, Margaret Higgins seconded. Motion passed unanimously.

PER DIEM RATE ALLOWANCE

\$12.50 per night for Mass Shelter, \$2.00 per meal for Mass Feeding, Bill Magnotto moved to keep the per diem rates the same, Susanna Rodriguez seconded. Motion passed unanimously.

FUNDING PERIOD END DATE

Extended to 45 days after the end of the funding period; which would be November 30, 2011, Susanna Rodriguez moved to pass motion, Evelyn Gonzales seconded. Motion passed unanimously.

MOTION TO CONTINUE MEETING TOMORROW

Margaret Higgins motioned, Terri Smith seconded, motioned passed unanimously.

APPEALS PROCESS

Pamela Moseley has copies of the appeals process. Any appeals that involve the Local Board would need to be done in writing; the Chair would review the appeal & the Local Board would need to be advised of the appeals meeting within 10 days of receiving the appeal.

FEMA monies can be spent retroactively as of December 1, 2010.

FUNDING ALLOCATION RECOMMENDATIONS

Recommendations were made, Terry Smith motioned for approval, Margaret Higgins seconded. Motion passed unanimously.

ADJOURNMENT

Meeting adjourned by Chairman Jill Rich @ 1:37 pm

Minutes submitted by Karin Garrison