

Regional Council Meeting ♦ April 27, 2017
 Grand Canyon Railway & Hotel ♦ Williams, AZ

MEMBER NAME	ENTITY	PRESENT	ABSENT	# Mtgs Attended 2017	STAFF NAME
Robert Adams	Private Sector, Navajo County		X	1	Chris Fetzer
Liz Archuleta	Coconino County	X		2	Teri Drew
Jackie Baker	Town of Camp Verde	X		2	Mary Beals-Luedtka
Kerry Ballard	Town of Snowflake	X		1	Michael Burrington
Russell Begaye	Navajo Nation		X	0	Nicole Kiddoo
Robin Boyd	City of Winslow		X	0	Piper Swenson
Andre Bundy	Town of Fredonia	X		1	Seobaghn Arambula
Wade Carlisle	City of Holbrook		X	0	Isabel Rollins
Sean Casey	Private Sector, Coconino County	X		2	Jason Kelly
Darryl Croft	Town of Chino Valley		X	1	Cindy Binkley
Cathy Cross	Private Sector, Apache County	X		2	
Janet Dean	Private Sector, Coconino County	X		2	
Richard Dehnert	Town of Clarkdale	X		2	GUEST NAME
Bill Diak	City of Page		X	1	REPRESENTING
Tim Elinski	City of Cottonwood		X	1	Art Babbott
Lena Fowler	Coconino County		X	0	Coconino County
Randy Garrison	Yavapai County		X	1	Chip Davis
Bryce Hamblin	Town of Eagar		X	0	Congressional District 1
Stephanie Irwin	Town of Pinetop-Lakeside	X		1	Keith Johnson
Lee Jack, Sr.	Navajo County		X	0	Pinetop-Lakeside
John Leech, Jr.	City of Show Low	X		2	Jerry Smith
Roland Maldonado	Kaibab Paiute Tribe		X	0	Pinetop-Lakeside
John Moore	City of Williams	X		2	Cathy Penrod
Mary Nedrow	Town of Springerville		X	0	Pinetop-Lakeside
Lora Lee Nye	Town of Prescott Valley	X		2	Jim Parks
Ryan Patterson	City of St. Johns		X	0	Coconino County
Michele Plympton	NACDAB	X		2	Diana Morgan
Joe Shirley, Jr.	Apache County		X	0	Apache County
David Smith	Town of Taylor		X	1	
Jon Thompson	City of Sedona		X	1	
Thomas Thurman	Yavapai County		X	1	
Philip Tovrea	Private Sector, Yavapai County	X		2	
Doug Treadway	Town of Dewey-Humboldt	X		2	PROXY NAME
Barbara U'Ren	Private Sector, Yavapai County	X		2	REPRESENTING
Frank Vander Horst	Town of Jerome		X	1	
Jamie Whelan	City of Flagstaff		X	1	
Dawnafe Whitesinger	Navajo County		X	0	
Jean Wilcox	City of Prescott		X	0	
Rebecca Wirth	Town of Tusayan	X		1	

I. Call to Order & Introductions

Chairman John Moore called the meeting to order at 10:00 A.M. He welcomed the council members, staff and guests to Williams. Self-introductions were made. A quorum was present.

II. Pledge of Allegiance

The Regional Council members, staff and guests recited the Pledge of Allegiance.

III. Consent Agenda

Chairman Moore read the list of items to be approved under the Consent Agenda, and asked the council members if anyone would like to remove any single item from the Consent Agenda for separate consideration.

A. Approve February 23, 2017 Regional Council Meeting Minutes

B. Adopt Resolution 01-17 Delegation of Signature Authority to the Executive Director

Kerry Ballard moved to approve the Consent Agenda as presented, seconded by Lora Lee Nye. Motion passed unanimously.

IV. Executive Director's Report

Chris Fetzer referred to the President's budget blueprint, which was released approximately one month ago. If implemented the way it was introduced, it could have significant impact on NACOG and the programs it operates. He added that he doesn't think that there is a great likelihood that it would be implemented in its current form, but staff is beginning to prepare for the potential that there will be funding reductions next year.

The FY17 continuing resolution that has provided funding to date expires tomorrow. Shutdown of the federal government, as well as funding reductions for the remaining portion of the current fiscal year, appears to be unlikely at this time.

Richard Dehnert asked for specific guidance for how to address advocacy for NACOG programs with the congressional delegation. Mr. Fetzer responded that staff will provide materials related to the agency's legislative priorities to the council members.

Mr. Fetzer reported that management is working to update NACOG's Personnel Rules and Regulations in response to Prop 206. Once the revisions are finalized, they will be presented to the Regional Council for approval.

A. Draft Recommendation on NACOG Regional Council Bylaws Revisions

The Regional Council Bylaws were most recently revised in 2007. Staff has worked with the Executive Committee over the last several months to modernize the document. Changes to the bylaws are being presented as an information item today. Prior to the next meeting, council members will receive notice of the changes per the current bylaws and the item will be scheduled for approval at the June meeting.

Mr. Fetzer summarized the draft changes to the bylaws:

- Article I-Statement of Principles, Purpose & Powers: edited for clarity
- Article II-Membership & Representation: edited for clarity
- Article III-Regional Council: edited for clarity, in addition:
 - Change to specify that the Executive Committee shall not exceed 8 members, rather than 12.
 - Addition to give the Executive Committee the authority to act as they feel necessary on items that arise between regular Regional Council meetings. Regional Council would ratify action at the next regular meeting.
- Article IV-Calendar, Meetings & Vote:
 - Deleted the provision that no meeting may be conducted in deviation from the calendar adopted at the Annual Meeting
 - Change to specify that the standard for written notifications of meetings will be via email. Individual members may still choose to receive written notification by mail.
- Article V-Finances: edited for clarity
- Article VI-Executive Director: edited for clarity
- Article VII-Amendments:
 - Change to specify that written notice of proposed bylaws amendments will be given to members via email, 15 days prior to the meeting in which they are scheduled to be voted upon.
- Article VIII-Duration & Termination: no change
- Article IX-Nondiscrimination: edited for clarity and conformance to current regulations

V. Economic Development Council (EDC) Report

A. Program Update

Teri Drew reported on her recent visit to the congressional delegation in Washington, DC. Representatives have noted that when they come home and speak with their constituents about economic and workforce development, they don't know what the EDA or the WIOA is. The current year is to be considered an unofficial probationary period, during which we must increase public awareness of the impact of these programs. Ms. Drew provided a handout of fact sheets for local workforce development and the Economic Development Administration.

Ms. Drew referred to the EDC Goals and Priorities list that was approved by the Regional Council in February. The Economic Development Administration has noted specific interest in four projects on the list:

- City of Sedona: Business Assistance Center
- City of Prescott: Technical Incubator
- City of Winslow: Industrial Park and infrastructure improvements
- Apache/Navajo Counties: POWER grant

Ms. Drew announced that the 2017 Tourism Forum will take place October 11-13 in Pinetop-Lakeside.

B. Approve Coconino County Ft. Tuthill Park Sewer Line Project

Ms. Drew introduced Coconino County Supervisor Art Babbott, who was in attendance to present the Ft. Tuthill Park sewer line project for approval. She added that the Economic Development Council unanimously approved this project at their meeting earlier this month.

Ft. Tuthill is a large parks and recreation complex that includes the Coconino County Fairgrounds, equestrian facilities, picnic ramadas, hiking trails, the Pepsi Amphitheater, Flagstaff Snow Park, and the Flagstaff Extreme rope course. Today's proposal includes the addition of a sewer line connector, parking lot paving, construction of a multi-purpose building, and improvements to the campground.

Supervisor Babbott provided job creation estimates for the project, which include 20 full-time construction jobs for 5 months, and 10-15 permanent part-time positions. The current public/private partnerships generate 2 permanent full-time positions, and approximately 109 part-time positions. Gross revenue for the park is \$5,320,000 annually, with \$237,000 of that going to county parks and recreation.

The total project cost is \$2.65 million. The county is asking for \$1.8 million from the Economic Development Administration, and will provide a match of \$450,000. In addition, private partners will contribute \$400,000 to the project. The EDA match requirement is 20%, however, for this project, the county will provide matching funds at 32%.

Lora Lee Nye moved to approve the Coconino County Ft. Tuthill Park sewer line project as presented, seconded by Liz Archuleta. Motion passed unanimously.

VI. Transportation Policy Advisory Committee (TPAC) Report

A. Program Update

Jason Kelly discussed the portions of the Administration's budget blueprint that apply to transportation. He summarized the proposals:

- Privatization of the Air Traffic Control portion of the Federal Aviation Administration
- Reduce/Re-structure long distance Amtrak services, and funnel those resources to northeastern states for commuter services.
- Eliminating funding for transit new starts
- Reduction/elimination of funding to regional airports
- Elimination of TIGER

If all of these changes are implemented as proposed, it could result in approximately \$1 trillion in cuts, approximately 13% of USDOT's funding. Further information will be provided as negotiations take place and details are finalized.

Mr. Kelly reported that the Highway User Revenue Fund (HURF) Exchange Program has been reinstated by ADOT. The program was shuttered back in 2009 due to the recession. The program works by allowing local governments to swap their allocated federal transportation funding for state funds. This provides increased flexibility, as project sponsors are able to complete their projects without all of the regulations that come with federal funding.

ADOT has several projects slated to occur over the next two summers to repair roadways that have become damaged during the winter season.

The I-17 corridor has been included in ADOT's 5-year Construction Program. The project will be in design in FY19, and is scheduled for construction in FYs 21-22. \$120 million is scheduled for the construction portion of the project.

The current cycle of the 5310 transit grant program will see its application deadline occur on May 4.

NACOG will be hosting the 2017 Rural Transportation Summit October 18-20 in Prescott. In the past, this conference has taken place in January. The timeframe of the summit is being adjusted in the hope that legislators can attend the summit prior to their legislative sessions.

B. Approve FY17-23 Transportation Improvement Program (TIP) Amendment 3

Town of Clarkdale is looking to increase the budget for its Main Street/Broadway intersection improvements, using funding that was previously allocated to the project.

When the project went out to bid, responses came in significantly lower than the project allocation of \$1,009,000. This resulted in the remaining \$116,000 being de-obligated from the project. Once construction began, the contractor discovered large concrete footings, extensive PCCP removal and several survey/design problems, which caused cost overruns. The town's request is to re-obligate \$116,000 to the project to help cover the cost of the budget overrun.

The Technical Subcommittee reviewed this request and unanimously approved it at their April 5 meeting.

Jackie Baker moved to approve FY17-23 Transportation Improvement Program (TIP) amendment 3 as presented, seconded by Barbara U'Ren. Motion passed unanimously.

C. Adopt Resolution 02-17 Approving an Application for US Department of Transportation Grant Funds through ADOT to Administer Regional Mobility Management Services in Rural Areas of Apache, Coconino, Navajo and Yavapai Counties

Resolution 02-17 supports NACOG's grant application for funding to support regional Mobility Management activities. This will be our 6th year operating Mobility Management services. NACOG was one of the first COGs in the state to implement this program.

The Mobility Management program allows NACOG to work with local service providers across the rural areas of our 4-county region, and facilitate the coordination of resources, and minimize the duplication of services across the territory. The result of the program is increased accessibility to transportation options.

ADOT has traditionally awarded NACOG \$140,000-150,000 for this program, and staff anticipates no change to this year's award.

John Leech, Jr. moved to adopt Resolution 02-17 approving an application for US Department of Transportation grant funds through ADOT to administer regional mobility management services in the rural areas of Apache, Coconino, Navajo and Yavapai Counties as presented, seconded by Jackie Baker. Motion passed unanimously.

VII. Area Agency on Aging (AAA) Program Report

A. Program Update

Mary Beals-Luedtka reported that the theme for this year’s Elder Issues Conference is Building Strong Communities. The event will be held October 5-6 at the High Country Conference Center in Flagstaff.

The current waitlist for Aging services in the NACOG region includes 469 persons.

B. Approve FY18 Area Plan

The FY18 Area Plan is NACOG Area Agency on Aging’s planning document for the next four years. It represents NACOG’s formal commitment to the State Unit on Aging. AAA staff will report annually on the actions steps in the plan.

Ms. Luedtka reported on the six parts of the FY18 Area Plan. Part I is the purpose of the plan as described above.

Part II describes the Area Agency on Aging and explains its methodology for allocations. Allocations for the Area Agency on Aging are based on the state funding formula, current demographics, needs assessment result, wait lists, and availability of service providers.

Part III, the needs assessment portion of the plan, includes feedback received from the public including providers and clients. Each unmet need is addressed with a set of actions.

Unmet Need:	Action:
Transportation	Mobility Management; outreach; toll-free number
Food/Nutrition	Improved delivery system; quality assurance
Senior/Aging Services	Increased advocacy for funding; increased outreach for awareness; developing new funding streams
Healthcare	Outreach for more knowledge about services; collaboration with transportation services; increased partnerships with healthcare providers
Prescription Drugs	Medicare/Benefits program will increase volunteers; Medicare/Benefits program will increase client contacts; more outreach on the program

Part IV of the plan is the Goals and Priorities. The goals are pre-determined by the State of Arizona and are used by all Area Agencies on Aging in the state. Each AAA develops its own objectives for each pre-determined goal.

Goal:	Objectives:
<p>Increase the ability of older adults to remain active, healthy and living independently in their communities.</p>	<p>General Administration: Maintain the integrity of fiscal and client-supported data; improve our tracking and delivery system for providing services; Health & Wellness: Sustain and expand community outreach services, partnerships and collaborations to deliver evidence-based programs; increase the number of evidence-based workshops and trainings; increase the number of adults and adults with disabilities who participate in the evidence-based self-management programs; Transportation: Facilitate the development and implementation of transportation services; provide support and assistance to AAA provider network and community partners; Advisory Council on Aging: Maintain a balanced Advisory Council with representation from each of the four counties; provide training to the Council on their role and on aging issues; promote work within the subcommittees; Central Intake: Maintain a highly trusted and visible Central Intake System that allows for seniors, persons with disabilities, family caregivers and consumers to access services through a toll-free number; assure quality responsive services; Case Management: Facilitate a comprehensive, coordinated system of case management; case managed clients will be offered safety and fall prevention assessments; Family Caregiver: Identify informal caregivers and assess their needs for support, education, training and counseling; increase caregiver awareness, understanding and ability to provide care for a loved one; Medicare: Provide training for all Medicare benefits counseling staff and volunteers to ensure they are prepared to assist all inquiries from clients over 65, low income, and under 65 with disabilities; SCSEP: Assist eligible older adults in northern Arizona to attain skills to enhance unsubsidized employment potential; increase number of SCSEP host agencies; increase number of SCSEP participants, building a pool of qualified participants; SCSEP staff development/ training</p>
<p>Increase awareness and understanding of aging issues and help prepare Arizona for an aging population</p>	<p>Marketing Advocacy & Education: Inform and advocate on issues that affect the elderly; provide community education on aging issues; Nutrition: Provide education and training for subcontractors; assist providers in more efficient business operations; assure that nutrition providers are knowledgeable and compliant; Ombudsman Program: Provide public awareness about the Ombudsman Program; Medicare: Increase seniors' ability to receive Medicare and prescription insurance coverage</p>
<p>Increase the safety and well-being of older Arizonans</p>	<p>Emergency Preparedness: Coordinate with agencies to ensure local emergency responders have current information for evacuation; Ombudsman Program: Educate and empower both long-term care residents and staff about the Ombudsman Program and Resident Rights; recruitment of ombudsman volunteers; facilitate at least one World Elder Abuse Awareness Day event within the region</p>

Part V of the Plan is the required Assurances:

- The agency ensures that providers target and serve minority and underserved populations.
- The agency provides annual monitoring of each provider for fiscal, contractual and programmatic requirements.
- Data on clients from the State system is reviewed to ensure that specific objectives of the agency are met by providers.

Part VI of the Plan outlines key changes:

- NACOG AAA will issue an RFQ for providers of attendant care and respite. Contracts will be fee for service. The intent of this change is to provide more consumer choices, provide more caregivers and create competition, thus creating better quality of care for our clients.
- Strategies will be implemented to modernize senior centers. There will be two nutrition provider trainings each year, providers will receive assistance with capacity building and organizational development, and the AAA will ensure communication of the latest trends.
- Strategies will be implemented to offer/expand self-directed care options. This will be accomplished through Information & Referral, a Care Plan, technical assistance from Care Coordinators to help clients make informed decisions, and the RFQ for home care.

Ms. Luedtka answered questions from the Regional Council members about Aging Programs and the Area Plan.

Barbara U'Ren moved to approve the FY18-FY22 Area Plan as presented, seconded by Jackie Baker. Motion passed unanimously.

C. Approve FY18 AAA Budget

Nicole Kiddoo presented the FY18 AAA budget for approval. She began by outlining the budget's focus areas: advocacy, execute an area plan, address the waitlist, program development, AAA core competencies, compliance, quality assurance, data management, health/ wellness initiatives, explore opportunities, and capacity building.

Ms. Kiddoo presented the estimated FY18 budget of \$4,116,895, and compared it to the FY17 budget, showing that the current year has a \$19,122 reduction over last year. She explained that AAA budget is fluid, and there are typically 7-8 amendments through the fiscal year. Direct regional services comprise 54% of the annual budget, and provider services make up 39%. The final portion is administration, 7%.

Ms. Kiddoo explained how funding is allocated to each county in the NACOG region. Per the state funding formula, Apache County would receive 4%, Coconino and Navajo Counties would receive 14% each, and Yavapai County would receive 68%. NACOG doesn't feel that the recommended allocations are enough to maintain viable programs in Apache, Coconino and Navajo Counties, so the Yavapai County recommended allocation is reduced to 58%. This allows Apache County's allocation to be increased to 6%, Coconino County's allocation to be increased to 17% and Navajo County's allocation to be increased to 19%.

Lora Lee Nye moved to approve the FY18 Area Agency on Aging budget as presented, seconded by Kerry Ballard. Motion passed unanimously.

VIII. Community Development Block Grant (CDBG) Program Report

A. Program Update

The Community Development Block Grant program involves funds that are used for a variety of projects, as long as those persons served by the projects are of low-moderate income.

In Arizona, the Department of Housing oversees CDBG funds. For the NACOG region, CDBG funds are distributed to communities on a rotational basis, outlined in the Method of Distribution (MOD), which is updated once every 3 years. NACOG's MOD is posted on nacog.org, for reference.

Ms. Rollins referred the council members to the quarterly NACOG Newsletter for examples of CDBG and Housing Rehabilitation projects.

B. Approve 2017 CDBG Grant Applications

NACOG has not received notice of its 2017 funding yet, the numbers being presented today are estimates based on 2016 funding. Next year could be tougher, as CDBG is one of the programs slated for elimination in the federal budget blueprint.

This year's applications are as follows:

- City of St. Johns-ADA Improvements: \$222,722
- City of Page-Park ADA Improvements: \$328,104
- City of Holbrook-ADA Compliance: \$242,757
- City of Show Low-Sidewalk and Drainage Improvements: \$242,757
- Yavapai County-Seligman Sewer Line Rehab, Yarnell Meter & Lateral Replacements, Cottonwood Civic Center Improvements: \$967,962

Jackie Baker moved to approve the 2017 Community Development Block Grant applications as presented, seconded by Sean Casey. Motion passed unanimously.

IX. Northern Arizona Child Development Administering Board (NACDAB) Report

A. Program Update

Seobaghn Arambula reported that the 2016-2017 school year is winding down. The last day for classes is May 25, with the exception of Show Low, which will continue for an additional week to make up for the construction delay after Christmas Break.

All Duration Early Head Start center-based services will return on June 1, with schedules coinciding with the local school districts. Affected communities are: St. Johns, Holbrook, Winslow, Flagstaff, Clarkdale and Prescott Valley. Select Head Start classrooms are also classified as Duration Projects,

but only Beaver Creek will operate during the month of June, Ash Fork, Fredonia, Grand Canyon, Holbrook, Springerville, and Prescott Valley won't start until the fall.

Ms. Arambula presented a comparison of the 2016-17 class scores to the national average numbers. If a program falls below the national minimum scores, it is automatically added to the Designated Renewal System (DRS), and required to compete for their funding in the future. NACOG Head Start saw slightly higher numbers in the areas of emotional support and classroom organization over last year; and a slight decrease from last year's numbers for instructional support.

Current Head Start activities include the annual self-assessment and end of year surveys. Other priorities include the budget close out, contract negotiations for the 2017-18 school year, and completion of the Show Low playground installation. The Prescott Valley facility purchase is complete. Staff has not received word from the Region IX office regarding the 2017-18 grant application.

Ms. Arambula concluded her report by providing copies of the 2015-16 NACOG Head Start/ Early Head Start Annual Report to the Regional Council members.

X. Approve FY18 Economic Development District and Rural Transportation Liaison Assessment Schedule

EDD assessment remains static at 9 cents per capita, using 2010 Census data. RTL assessment changes were presented in February. In order to fully fund the program, the RTL assessment has been increased to 9.8 cents per capita, using 2015 population estimates.

This information was provided to NACOG's local governments at the February Regional Council meeting and subsequent correspondence was mailed to local government staff.

John Leech, Jr. moved to approve the FY18 Economic Development District and Rural Transportation Liaison assessment schedule as presented, seconded by Liz Archuleta. Motion passed unanimously.

XI. Appoint Nominating Committee for FY18 Executive Committee & Corporate Officers

Chairman John Moore appointed the following persons to serve on the 2017 Nominating Committee:

- Supervisor Tom Thurman, Yavapai County
- Mayor Bill Diak, City of Page
- Supervisor Dawnafe Whitesinger, Navajo County
- Michele Plympton, NACDAB Chair

Liz Archuleta moved to approve the Nominating Committee for FY18 Executive Committee and corporate officers as presented, seconded by Kerry Ballard. Motion passed unanimously.

XII. Reports from Regional Council Members

Regional Council members reported on items and current events from their local communities.

The June meeting of the Regional Council will take place at the High Country Conference Center in the City of Flagstaff on June 22.

XIII. Call to the Public

There were no comments from the public.

XIV. Adjourn to Lunch

Chairman Moore asked if there were any further items for discussion today. Hearing none, he asked for a motion to adjourn.

John Leech, Jr. moved to adjourn the meeting, seconded by Lora Lee Nye. Motion passed unanimously.

Chairman John Moore adjourned the April 27, 2017 NACOG Regional Council meeting at 11:55 A.M.