



# EXECUTIVE BOARD PACKET

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**MEMO TO:** EXECUTIVE BOARD  
**FROM:** RANDY HEISS, EXECUTIVE DIRECTOR  
**DATE:** NOVEMBER 10, 2021  
**SUBJECT:** EXECUTIVE BOARD MEETING

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

**Friday, November 19, 2021 at 10 a.m.**

**In-Person:**

**Wild Horse Restaurant**

309 W McKeown Ave, Patagonia, AZ 85624

**Via Zoom:**

**<https://us02web.zoom.us/j/89811167921?pwd=M2NleS9VUTU4cElGdEd6TVJ4WmFrQT09>**

**Meeting ID:** 898 1116 7921

**Password:** 978124

**Phone-in Option, Dial:** +1 346 248 7799 US (Houston)

We plan to hold this meeting in accordance with CDC guidelines (10 individuals attending in-person) on a first come, first served basis. All remaining Executive Board members and SEAGO staff may attend via Zoom. ***Pursuant to CDC recommendations, those attending in-person are encouraged to wear masks while indoors.*** Members of the public will not be allowed to attend in person but are welcome to attend via Zoom. The address above is also a link to a Google Map showing the meeting location. If you are unable to participate, please designate an alternate to participate on your behalf to ensure we 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 [rheiss@seago.org](mailto:rheiss@seago.org).



# EXECUTIVE BOARD AGENDA

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10 A.M. FRIDAY, NOVEMBER 19, 2021  
IN-PERSON AND VIA ZOOM (see Cover Letter for Zoom details)  
Wild Horse Restaurant  
309 W McKeown Ave, Patagonia, AZ 85624

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<b>I. CALL TO ORDER / PLEDGE OF ALLEGIANCE / INTRODUCTIONS</b>	Chair Laws	
<b>II. MEMBER ENTITIES' DISCUSSION</b> (Common Critical Issues)	Chair Laws	
<b>III. CALL TO THE PUBLIC</b>	Chair Laws	
<b>IV. ACTION ITEMS</b>		<u>Page No.</u>
1. Consent Agenda		
a. Approval of the August 20, 2021 Minutes	Chair Laws	1
2. Discussion and possible action to recommend approval of Resolution No. 2021-06 urging state and federal elected leaders to stabilize, equalize and modernize transportation funding sources.	Randy Heiss	7
3. Discussion and possible action to recommend approval of the Calendar Year 2022 SEAGO Policy Principles	Randy Heiss	10
4. Discussion and possible action to recommend approval of the 2021 CDBG Regional Account applications	Keith Dennis	13
<b>V. INFORMATION ITEMS</b>		
A. Future Meeting Dates	Randy Heiss	14
B. Strategic Plan Retreat Discussion	Randy Heiss	15
C. Quarterly Finance Report	Dina Curtiss	18
D. Community Development Program Update	Keith Dennis	20
E. Economic Development District Report	Stephen Peterson	23
F. AAA Program Updates	Laura Villa	27
G. Transportation Program Updates	Chris Vertrees	32
<b>VI. RTAC REPORT</b>	Kevin Adam	N/A

<b>VII. STAFF ANNOUNCEMENTS / CURRENT EVENTS</b>	Chair Laws	N/A
<b>VIII. FUTURE AGENDA ITEMS</b>	Chair Laws	N/A
<b>IX. ADJOURNMENT</b>	Chair Laws	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 Heather Glenn 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 Heather Glenn 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 Heather Glenn al número (520) 432-5301, extensión 207, por lo menos setenta y dos (72) horas antes de la conferencia.



# EXECUTIVE BOARD PACKET

**MEMO TO:** EXECUTIVE BOARD  
**FROM:** RANDY HEISS, EXECUTIVE DIRECTOR  
**DATE:** NOVEMBER 10, 2021  
**SUBJECT:** ADMINISTRATIVE COUNCIL ATTENDANCE

As requested, this memorandum provides information about the number of Administrative Council members or their delegates attending their November 4<sup>th</sup> meeting and the manner of their participation in said meeting:

Member Entity Representative	In-Person	Electronic
Number of Administrative Council members present and voting:	4	6
Batty, Vernon – Town of Pima	1	0
Bigman, Barney – San Carlos Apache Tribe	0	0
Blaschke, Caleb – City of Willcox (Chair)	1	0
Brown, Heath – Town of Thatcher	1	0
Cassella, John – City of Safford	0	0
Coxworth, Dan – Cochise County	0	1
Cushman, Philip – Town of Duncan	0	0
Harvey, Suzanne – Town of Huachuca City (Brandye Thorpe)	1	0
Kissinger, John – City of Nogales	0	0
McLachlan, Matt – City of Sierra Vista	0	1
Pauken, Steve - City of Bisbee	0	1
Perez, Rudy – Town of Clifton	0	1
Presti, Charissa – Tombstone	0	0
Rapier, Derek – Greenlee County	0	1
Robinson, Ronald – Town of Patagonia	0	0
St. John, Jennifer – Santa Cruz County	0	0
Urquijo, Ana – City of Douglas	0	0
Vivian, Vicki – City of Benson (Vice-Chair)	0	1
Welker, Dustin – Graham County	0	0

Note:

**Attachments:** None.

**Action Requested:**       Information Only       Action Requested Below:

**Draft MINUTES OF  
THE EXECUTIVE BOARD MEETING  
9 A.M., FRIDAY, AUGUST 20, 2021  
IN-PERSON AND VIA ZOOM  
CLIFTON HOTEL  
163 PARK AVENUE, CLIFTON, ARIZONA**

OFFICERS PRESENT: Gomez, David – Greenlee County (2<sup>nd</sup> Vice-Chair) (In-Person)  
Ortega, Richard – City of Safford (Vice-Chair) (In-Person)

MEMBERS PRESENT: Ahmann, Stephen – PSR, Greenlee County (In-Person)  
Barlow, Bill – Councilmember, Town of Tombstone (In-Person)  
Budd, David – PSR, Santa Cruz County (Zoom)  
David, Paul – Supervisor, Graham County (In-Person)  
English, Ann – Supervisor, Cochise County (Zoom)  
Gray, Rachel – Mayor Pro Tem, City of Sierra Vista (Zoom)  
Lopez, Ed – PSR, Graham County (In-Person)  
Richardson, Barbara – PSR, Cochise County (Zoom)  
Smith, Ashley – Vice Mayor, Town of Thatcher (In-Person)  
Thurman, Anne – Mayor, Town of Duncan (Zoom)

STAFF PRESENT: Curtiss, Dina – Accounting Manager (Zoom)  
Dennis, Keith – Community Development Program Manager (Zoom)  
Glenn, Heather – Administrative Assistant (In-Person)  
Heiss, Randy – Executive Director (In-Person)  
Merideth, John – GIS Analyst (Zoom)  
Porter, Maria – Economic Development Program Manager (Zoom)  
Vertrees, Chris – Transportation Program Administrator (In-Person)  
Villa, Laura – AAA Program Director (Zoom)

GUESTS: Adam, Kevin – RTAC (Zoom)

**I. CALL TO ORDER/PLEDGE OF ALLEGIANCE/INTRODUCTIONS**

Vice Chair Gomez called the meeting to order at 10:00 a.m.

**II. MEMBER ENTITIES' DISCUSSION**

**Vice Mayor Richard Ortega**, Safford, shared that they completed 14<sup>th</sup> Avenue from Relation to A Street past the high school. They will be putting up the street lights soon. 20<sup>th</sup> Street is in the works which is a very important project because the hospital and most of the medical offices are there. These were earmarked projects by the state legislature last year. **Supervisor Ann English**, Cochise County, stated she always wants to share thanks with SEAGO for support of the Douglas Two-Port solution, which is getting much closer to reality. The project is in both the house and senate budget and is closer to the finish line than we have been before.

**III. CALL TO THE PUBLIC**

No one from the public was present.

**IV. ACTION ITEMS**

1. Consent Agenda
  - a. Approval of the May 21, 2021 Minutes

Vice Chair Gomez asked for a motion to approve the Consent Agenda; Vice Mayor Richard Ortega made the motion; second by Supervisor Ann English

**MOTION:** Vice Mayor Richard Ortega  
**SECOND:** Supervisor Ann English  
**ACTION:** Unanimous

2. Discussion and possible action to recommend a revision to the SEAGO Bylaws to provide for the annual rotation of Administrative Council Officers

Randy Heiss explained that after the most recent election of officers in May, Administrative Council Chair Caleb Blaschke expressed concern that the same people may be holding office year after year and mentioned he would like to see the officer duties rotated around the various counties like the Executive Board does. Randy explained he modeled the amendment after the Bylaws for the Executive Board except that he removed the requirement that an Administrative Council member has to serve a minimum of one year before they are eligible to become the Chair. He explained that the current officers consist of a Chair, Vice Chair and Secretary. The By-Laws revision would establish a new Treasurer position and the new officer election process would begin next May if approved by the Executive Board. Randy stated that he doesn't see a down side except that it is sometimes difficult to get a representative from Santa Cruz County to participate. Elections will be held for all Administrative Council officers, including the new one, in May and the new officers would be seated July 1, 2022.

Vice Mayor Richard Ortega made a motion to approve the proposed amendment to the SEAGO Bylaws establishing an annual rotation of Administrative Council officers between counties as presented by staff; second by Steve Ahmann.

**MOTION:** Vice Mayor Richard Ortega  
**SECOND:** Mr. Steve Ahmann  
**ACTION:** Unanimous

3. Discussion and possible action to recommend approval of Resolution No. 2021-03 establishing SEAGO's Rural Regional Priority List of transportation projects for consideration for funding by the Arizona Legislature

Chris Vertrees explained the FY 2022 State budget included \$300 million earmarked for transportation infrastructure projects. While virtually all of the transportation revenue bills died during the legislative session, transportation earmark bills advanced (including Safford's 20th Avenue). He explained this process is expected to continue into the future as earmarking appears to be the most viable option for securing additional transportation infrastructure funding. However, a significant concern with earmarking transportation projects is that it bypasses state, regional, and local planning and programming processes and priorities. In response, RTAC will be recommending that \$50 million of next year's funding be designated towards regional transportation priorities. Each COG/MPO in Greater Arizona would be allocated an amount proportional to their population. In preparation, RTAC has requested that Greater Arizona COGs and MPOs develop a list of regional priorities consisting of the top projects to be put forward for the RTAC approach. Under this proposal, SEAGO had \$4,525,876 million to program into the RTAC List of Projects.

On June 4, 2021, SEAGO issued a call for projects to be considered for the RTAC list. The TAC reviewed and ranked the five applications received at our July 15, 2021 meeting. The list on page 15 represents the projects from the SEAGO region that the TAC proposed be included in the RTAC Rural Regional Priority List. The Resolution expresses SEAGO's desire to include this list of priority projects in the RTAC Rural Regional Priority List, formally establishes this list of projects as SEAGO's priority transportation projects, and urges the

Legislature to enact legislation appropriating State General Fund revenues for the projects included in the RTAC Rural Regional Priority Project List.

Supervisor Paul David wished to confirm that the projects were not on the TIP, but they are pending additional funding from the state and that RTAC is trying to gently steer the legislature to recognize the choices of the COGS and MPOs. Chris confirmed that the projects are not on any TIP and that the TAC chose to review the TIP projects, both of which were over \$3 million. There was nothing stopping the agencies with those projects to pursue funding on their own; two bridges on Davis Road and Chino Road in Douglas. Supervisor David commented that the local contribution varies for the 4 projects and asked how the local match was determined. Chris responded that there were no definite rules and that they were looking for agencies to meet the federal match standards of 5.4 percent. Kevin Adam stated that he believes it may be easier to obtain funding with the local match funds included in the project proposals.

The RTAC Advisory Committee put out a request for a brief statement of support from each of the elected officials that are representatives with projects. SEAGO has put their support in the form of a resolution which he believes carries a little more weight than a statement of support from a single elected official. That does not preclude an elected official from drafting something and sending it along; he just wants to put that out there so the members can do what they want. Steve Ahmann noted that there appears to be a funding shortfall for the Santa Cruz County project and asked where the additional funds would come from. Chris responded that funding may come from railroad reconstruction funding and congestion mitigation funds. Knowing that Santa Cruz has access to monies that some of the other agencies don't, the TAC moved forward with the projects.

Vice Mayor Ortega made a motion to approve the list representing the SEAGO Region's Priority Transportation Projects as developed by the SEAGO TAC, and to approve Resolution 2021-03 demonstrating regional support for RTAC's efforts to submit a Greater Arizona RTAC Rural Regional Priority List to the Arizona Legislature; second by Supervisor Paul David. Supervisor David also thanked RTAC for their efforts to secure the funding and wished them well.

**MOTION:** Vice Mayor Richard Ortega  
**SECOND:** Supervisor Paul David  
**ACTION:** Unanimous

4. Discussion and possible action to recommend approval of SEAGO 2022 - 2026 TIP Amendment #1 and to authorize staff to initiate the RFP process for a vendor for the Road Pavement Assessment

Chris Vertrees directed members to page 20. He advised he is seeking approval for a TIP amendment to approve the SEAGO Regional Road Pavement Assessment Project and then to proceed to RFP to select a consultant for that project. The project was presented at the July 15<sup>th</sup> TAC meeting and was approved unanimously. He provided details and benefits about the project and how it will be funded. It will include all paved federal, county and city roads. Randy Heiss complimented Chris on keeping his eye out for funding opportunities to develop and share projects with agencies throughout the SEAGO region; especially the smaller agencies. Supervisor David asked who would own the information created from the project and who could access it? Chris responded that SEAGO owns the license and once the project gets going will find a way to keep the information available to agencies. Rachel Gray asked how long the project would take. Chris answered that it will be a 3-year project.

Supervisor Paul David made a motion to approve SEAGO 2022-2026 TIP Amendment #1 and authorize staff to develop a Request for Proposals, advertise the project, and select a project consultant; second by Vice Mayor Richard Ortega.

**MOTION:** Supervisor Paul David  
**SECOND:** Vice Mayor Richard Ortega

**ACTION:** Unanimous

5. Discussion and possible action to approve of Resolution No. 2021-04 relating to SEAGO's Title VI Plan

Chris Vertrees explained a Title VI plan must be developed each year. The plan focuses on ensuring access to SEAGO programs for elderly, disabled, minorities and the poor. The FTA now requires approval of Title VI plans by an agency's governing board. While ADOT will accept the minutes of a meeting as evidence of governing board approval, the minutes do not become official until approved at a subsequent meeting. Because meetings of the SEAGO Executive Board occur quarterly, approval of the August 20th meeting minutes will not be considered until November – well after the deadline for ADOT to submit our Title VI plan to FTA. Because of that, he has prepared a Resolution which will provide immediate evidence of the Executive Board's approval of SEAGO's Title VI Implementation and Public Participation Plan dated August 1, 2021.

Vice Mayor Richard Ortega made a motion to approve Resolution No. 2021-04; second by Steve Ahmann.

**MOTION:** Vice Mayor Richard Ortega  
**SECOND:** Mr. Steve Ahmann  
**ACTION:** Unanimous

6. Discussion and possible action to approve the SEAGO 2021 - 2025 Comprehensive Economic Development Strategy

Maria Porter directed members to page 24. She stated that this CEDS Strategy was a six month strategic process that was developed by a committee with representation from all four counties. It was submitted to EDA by April 30<sup>th</sup>. The report contains EDA's response although the formal letter of acceptance has not yet been received. She advised that Board approval is not required, but having that approval opens doors for other funding opportunities.

Vice Mayor Richard Ortega made a motion to approve the SEAGO 2021 – 2025 CEDS to the Executive Board; second by Mayor Pro Tem Rachel Gray.

**MOTION:** Vice Mayor Richard Ortega  
**SECOND:** Mayor Pro Tem Rachel Gray  
**ACTION:** Unanimous

7. Discussion and possible action to approve Resolution No. 2021-05 authorizing a grant application to EDA to develop a regional broadband strategic plan

Maria Porter advised that this Resolution is in reference to our regional broadband strategy for a partnership planning and local technical assistance grant in the amount of \$173,800 to improve regional economic development capacity and develop a regional broadband expansion master plan covering SEAGO's 4-county region. The Resolution also commits up to \$34,760 in matching funds of staff time and program deliverables.

Randy Heiss disclosed that if not approved, SEAGO funds may have to be used for the in-kind match. He reminded members that SEAGO has budgeted \$50,000 in contingency funds just for these kinds of things. Broadband really needs to be expanded.

Supervisor Paul David thanked Maria for her work. He stated that \$400 million in broadband funding is coming our way, but there are agencies all ready to apply. He has seen an emphasis on underground fiber optics and resistance to it in rural areas. He stated he would offer his support if needed.



Supervisor Ann English made a motion to approve Resolution 2021–05 for an EDA Partnership Planning and Local Technical Assistance Grant in the amount of \$173,800 and matching funds of up to \$34,760 funded through in-kind match paid by SEAGO and its member entities; second by Vice Mayor Richard Ortega.

**MOTION:** Supervisor Ann English  
**SECOND:** Vice Mayor Richard Ortega  
**ACTION:** Unanimous

8. Discussion and possible action to approve the FY 2022 – 2024 CDBG Regional Account Method of Distribution

Keith Dennis stated that SEAGO is required to have a transparent Method of Distribution to distribute CDBG funds from ADOH throughout the region. The formulas and MOD are in the agenda packet on pages 34 and 35. He encouraged members come forward with any questions or changes but there were none.

Supervisor Ann English made a motion to approve the revised Method of Distribution for FY2022 – FY2024; second by Vice Mayor Richard Ortega.

**MOTION:** Supervisor Ann English  
**SECOND:** Vice Mayor Richard Ortega  
**ACTION:** Unanimous

## V. INFORMATION ITEMS

### A. Future Meeting Dates

Randy advised that he sends out calendar invites a year in advance so that they automatically appear on your calendars and conflicts can be avoided. He reminded the officers that there is a Joint Committees meeting scheduled for September 30<sup>th</sup>. He stated that the approval of the regional account CBDG applications may be on the upcoming agenda and possibly other items. The next Executive Board meeting is November 19<sup>th</sup> and will be held in Santa Cruz County.

### B. Strategic Plan Progress Report

Randy provided an update on the status of each Tactic and advised that any significant action is highlighted in the report. He encouraged the Board to reach out to him with any questions.

### C. Quarterly Finance Report

Dina Curtiss provided an update on SEAGO finances and responded to questions.

### D. Community Development Report

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

### E. SEAGO Economic Development District Report

Maria Porter provided an update on Economic Development and responded to questions.

### F. AAA Updates

Laura Villa provided an update on AAA Programs and responded to questions.

G. Transportation Program Updates

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

**VI. RTAC REPORT**

Kevin Adam provided an update and responded to questions.

**VII. STAFF ANNOUNCEMENTS / CURRENT EVENTS**

There were no announcements or current events brought forward.

**VIII. FUTURE AGENDA ITEMS**

Randy reminded the members that similar to the amendment to the bylaws revision on today's agenda, they can always request an item be put on the agenda. Upcoming agenda items include a refresh of the policy principles flyer; a resolution to regarding protection of HURF funds; and possibly a discussion of economic development funding opportunities.

**IX. ADJOURNMENT**

Vice Chair Gomez adjourned the meeting at 11:35 a.m.

DRAFT



# EXECUTIVE BOARD PACKET

**MEMO TO:** EXECUTIVE BOARD  
**FROM:** RANDY HEISS, EXECUTIVE DIRECTOR  
**DATE:** NOVEMBER 10, 2021  
**SUBJECT:** RESOLUTION 2021-06

Attached for your consideration is an updated Resolution urging the Governor, Legislature and Congress to stabilize, equalize and modernize transportation funding sources. In the past, similar Resolutions focused on eliminating diversions of HURF revenues to the State General Fund to fund Highway Patrol operations and pension obligations, and/or limiting such diversions to the \$20 million authorized by statute. Due to the expectation of a significant surplus of state revenues again this fiscal year, the risk of such diversions are substantially reduced. So instead, this year's Resolution:

- Applauds efforts at the State level to minimize the diversion of transportation revenues last year and recognizes recent earmarks to fund transportation investments from surplus general fund revenues;
- Recognizes the year-over-year increases in HURF receipts, while pointing out that these revenues have nevertheless failed to meet revenue State projections due to the reasons stated;
- Acknowledges recent efforts to repay HURF funding diverted in prior years, but points out the historic underinvestment in transportation has caused State and local infrastructure to fall into a serious state of disrepair;
- Provides key data from the State's LRTP demonstrating the funding gap between needs and available revenues on the ADOT system alone;
- Points out that Arizona's fuel tax rate remains ranked at 46th in the nation;
- Points out that the federal fuel taxes were last increased more than twenty-eight years ago, and that inflation has significantly eroded its purchasing power;
- Points out that the Highway Trust Fund continues to trend toward insolvency and that nearly \$270 billion has been appropriated by Congress since 2008 in order for the HTF to continue meeting the nation's transportation system needs; and
- Encourages our elected leaders to take action to stabilize (by indexing the fuel tax to inflation), equalize (by implementing a user fee for alternative fuel vehicles) and modernize State and Federal funding mechanisms (by increasing fuel tax rates, implementing transportation sales taxes, or moving to vehicle miles travelled fees) while economic conditions are conducive to doing so.

*At their meeting on November 4, 2021, the Administrative Council voted unanimously to recommend approval of Resolution 2021-06 to the Executive Board.*

I will attempt to answer any questions you may have at the meeting.

**Attachments:** Resolution 2021-06

**Action Requested:**  Information Only  Action Requested Below:

**A motion to approve Resolution 2021-06.**



# SouthEastern Arizona Governments Organization

*Serving our member governments and their constituents since 1972*

## RESOLUTION NO. 2021-06

### A RESOLUTION OF THE SOUTHEASTERN ARIZONA GOVERNMENTS ORGANIZATION EXECUTIVE BOARD URGING ARIZONA'S STATE AND FEDERAL ELECTED LEADERS TO STABILIZE, EQUALIZE AND MODERNIZE OUR TRANSPORTATION INFRASTRUCTURE FUNDING MECHANISMS

**WHEREAS**, the SouthEastern Arizona Governments Organization (SEAGO) is a regional planning agency which performs and coordinates a variety of functions, including transportation planning and programming for the non-urbanized areas of Cochise, Graham, Greenlee, and Santa Cruz Counties; and

**WHEREAS**, the SEAGO Executive Board recognizes and applauds the efforts of the Governor and Legislature to minimize the diversion of existing revenue streams dedicated to maintaining, modernizing and expanding Arizona's transportation infrastructure, and to fund key transportation investments statewide from surplus general fund revenues; and

**WHEREAS**, in recent years, most revenue streams dedicated to funding transportation investments have continued to experience year-over-year increases in receipts, but have nevertheless failed to meet State revenue projections due to improved fuel efficiency, reductions of vehicle miles travelled, and fuel taxes not being adjusted for inflation for nearly twenty-seven years; and

**WHEREAS**, although recent appropriations from the Governor and Legislature have begun to repay the more than \$2.1 billion diverted from HURF to the State General Fund since fiscal year 2000, these historic diversions of dedicated transportation funding have caused State and local transportation infrastructure to fall into a state of disrepair and planned transportation projects have been deferred for routine maintenance work – which will result in more costly reconstruction at the public's expense in the future, negatively impact highway safety, and increase vehicle maintenance and repair costs for both the general public and businesses; and

**WHEREAS**, ADOT's 25-year Long Range Transportation Plan 2016 – 2040 considers such factors as pavement conditions, congestion levels and safety performance, and anticipates \$98.3 billion will be needed to meet Statewide Multimodal Spending Needs over the Plan's 25-year period; and

**WHEREAS**, the State's Long Range Transportation Plan has identified Arizona's total highway capital needs from 2016 – 2040 to be \$53.3 billion, and with only \$22.8 billion in anticipated revenue to meet those needs, there remains a \$30.5 billion funding gap between system needs and available revenues; and

#### SEAGO Member Entities

*Cochise County*  
Benson  
Bisbee  
Douglas  
Huachuca City  
Sierra Vista  
Tombstone  
Willcox  
*Graham County*  
Pima  
Safford  
San Carlos  
Apache Tribe  
Thatcher  
*Greenlee County*  
Clifton  
Duncan  
*Santa Cruz County*  
Nogales  
Patagonia  
San Carlos Apache  
Tribe

#### SEAGO Main Office

1403 W. Hwy 92  
Bisbee, AZ 85603  
520-432-5301  
520-432-5858 Fax

#### Area Agency on Aging Office

300 Collins Road  
Bisbee, AZ 85603  
520-432-2528  
520-432-9168 Fax

[www.seago.org](http://www.seago.org)

**WHEREAS**, Arizona’s fuel tax rate remains ranked at 46th in the nation as many other states have proactively increased their gasoline tax, implemented automatic adjustments based on fuel prices and inflation, or are considering alternative funding measures such as sales taxes dedicated to transportation or transitioning to vehicle miles travelled fee structures; and

**WHEREAS**, similar to Arizona, federal fuel taxes were last increased more than twenty-eight years ago, and due to inflation, its purchasing power toward funding highway and transit investments nationwide has been dramatically reduced; and

**WHEREAS**, due to improved fuel efficiency, reductions of vehicle miles travelled, and fuel taxes not being adjusted for inflation for nearly twenty-eight years, the Highway Trust Fund, which provides funding for federal highway and transit investments, continues to trend toward insolvency and requires Congressional appropriations in order to meet ongoing transportation needs; and

**WHEREAS**, nearly \$270 billion has been appropriated by Congress since 2008 for the Highway Trust Fund to remain solvent; and

**WHEREAS**, proactive steps must be taken by our elected leaders to stabilize, equalize and modernize state and federal transportation funding mechanisms while the economic conditions remain conducive to doing so.

**NOW THEREFORE, BE IT RESOLVED BY THE SEAGO EXECUTIVE BOARD AS FOLLOWS:**

**THAT**, the Governor, State Legislature, and U.S. Congress are hereby urged to immediately stabilize the primary funding mechanism for transportation by indexing state and federal fuel taxes to inflation in order to enable transportation funding to keep pace with ever the increasing costs of maintenance and construction; and

**THAT**, the Governor and State Legislature are hereby urged to immediately correct the inequity that exists between vehicles propelled with petroleum based fuels and vehicles propelled with electricity or alternative fuels by increasing annual registration fees or establishing user fees for alternative fuel vehicles so that operators of such vehicles bear their fair share of costs for using Arizona’s transportation system; and

**THAT**, the Governor, State Legislature, and U.S. Congress are hereby urged to consider modernizing State and Federal transportation funding mechanisms by increasing fuel tax rates, implementing sales taxes dedicated to transportation, or moving to vehicle miles travelled fee structures in order to adequately fund the ongoing maintenance and construction of our Nation’s transportation infrastructure into the future.

Passed and adopted by the SEAGO Executive Board on this 19<sup>th</sup> day of November 2021.

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Michael Laws, Chair  
SEAGO Executive Board

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Randy Heiss,  
SEAGO Executive Director



# EXECUTIVE BOARD PACKET

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**MEMO TO:** EXECUTIVE BOARD  
**FROM:** RANDY HEISS, EXECUTIVE DIRECTOR  
**DATE:** NOVEMBER 10, 2021  
**SUBJECT:** SEAGO POLICY PRINCIPLES

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The SEAGO team has updated the attached document identifying Policy Principles (or positions) for each program for Calendar Year 2022. The proposed SEAGO Policy Principles is intended to empower staff in supporting (or opposing) legislation, policies or various initiatives at the state and federal level that impact delivery of SEAGO programs and/or our effectiveness in serving member entities and their constituents. It can also be used by our member entities and elected officials as talking points when speaking to policy makers relating to these positions.

Policy developments and emerging needs have resulted in some minor updates to the document, but many of the prior year's principles remain unchanged. Once approved, the positions will be used in a three-fold flyer that can be distributed as needed.

As Executive Board members, your wisdom, thoughts and suggestions are valued and we hope you will help us further refine this document before presenting it to the Executive Board for consideration. I look forward to discussing the proposed Policy Principles with you in detail and will try to answer any questions you may have at the meeting.

*At their meeting on November 4, 2021, the Administrative Council voted unanimously to recommend that the Executive Board approve the SEAGO Policy Principles for Calendar Year 2022 as presented by staff.*

Attachments: SEAGO Policy Principles Calendar Year 2022

Action Requested:  Information Only  Action Requested Below:

**A motion to approve the SEAGO Policy Principles for Calendar Year 2022 as presented by staff.**

## SEAGO POLICY PRINCIPLES CALENDAR YEAR 2022

### Administration:

- ~~Support SEAGO's continued participation in the Arizona State Retirement System. Transferability of ASRS is a significant tool in recruiting and retaining high quality employees who provide essential public services. Note: the threat of removing COGs, MPOs and other consortiums of local governments from participation in ASRS is significantly reduced with the primary proponent of legislation termed out and seeking another statewide elected office in 2022.~~
- Support legislation or intergovernmental agreements that would enable SEAGO as a public agency to participate in insurance pools or trusts pursuant to A.R.S. § 11-952.01. As health care costs continue to rise, the ability to offer and maintain competitive healthcare benefits is an important tool to recruit and retain high quality employees.
- Support applications to public and private grant funding sources that can further [SEAGO Strategic Plan](#) initiatives and expand services for the SEAGO Region as a whole, and for individual SEAGO member entities.
- Support an increase in the State of Arizona mileage reimbursement rate from 44.5 cents per mile to the current Federal rate of ~~57.5~~ [56](#) cents per mile and/or link the state and federal rates. The current State of Arizona mileage reimbursement rate remains unchanged since November 2006 – more than fifteen years. *Note: somehow the federal mileage rate was reduced from last year despite significant inflationary pressure increasing the costs of operating and replacing motor vehicles.*

### Area Agency on Aging:

- Support initiatives to offset rising costs for AAA providers resulting from the automatic increases in Arizona's minimum wage. Provider rates have not increased since 2016, but during the same time period, the minimum wage has increased by [nearly 51%](#). (*Note: that's up 17% from the 34% increase in last in last year's Policy Principles.*) While Arizona AAAs received a one-time appropriation from the State General Fund in FY 2022 to address this issue, a permanent solution is needed to support rate increases for providers of services to Arizona's vulnerable aging population.
- ~~Support COVID-19 stimulus that provides additional emergency nutrition program funds. Arizona AAAs have nearly exhausted CARES Act nutrition funding and additional on-going funding is also needed so that nutrition services are not suddenly terminated for clients in need. Note: the ARPA provided three years of funding for emergency nutrition support, but this issue may need to be revisited in future years.~~
- ~~Advocate for increased funding to meet the current demands on the Ombudsman program. Thirteen additional FTEs are needed statewide for the Ombudsman program. In addition, funding is needed to focus on activities and technology to reduce, prevent and mitigate the negative health effects of social isolation. Note: the issue of inadequate Ombudsman program funding was addressed through an increase in Title VII funding and a one-time FY 2022 appropriation from the State General Fund, but may need to be revisited in future years.~~
- [Support legislation or other initiatives to expand Medicare coverage to include dental, vision, and oral care. Lack of dental care has long been a top priority for questionnaire respondents in the AAA's efforts to identify unmet needs of seniors for the Area Plan on Aging.](#)

### Community Development:

- Support sufficient and sustained funding for proven programs within the U.S. Department of Housing and Urban Development (HUD), such as the Community Development Block Grants (CDBG) and HOME Partnerships Investment Programs that support housing and sustainable community development for rural areas.
- ~~Support the restoration of CDBG program funding to \$3.5 billion as part of a final fiscal year 2020 Transportation-HUD (T-HUD) Appropriations measure.~~ [Increase HUD funding to allow for expansion of economic and community development programs in both rural and urban areas, including those that promote regional approaches.](#)  
*Note: Updated to include broader language that encourages both increased funding and regional collaboration.*
- Support SEAGO's vision [and initiatives](#) to ~~increase the amount of competitive CDBG and other funding awarded in the SEAGO region.~~ [address homelessness and housing affordability in the region.](#) *Note: this has been largely accomplished due to the efforts of our Community Development Program Manager to encourage our*

communities to apply for funding through the SSP and Colonias set-aside accounts, and additional support is now needed to further our Strategic Plan objective to address homelessness and housing affordability in our region.

#### **Economic Development:**

- Support increased funding ~~and flexibility for EDA's Planning, Public Works and Economic Adjustment Assistance programs.~~ for the "Partnership Planning" program to at least \$40 million in FY 2022 appropriations legislation.  
*Note: While costs and complexity of operating Economic Development Districts have increased considerably, the annual allocation for the EDA's Partnership Planning remains stuck at \$35 million since 2018.*
- Support the efforts of the Maricopa Association of Governments to increase tourism through the statewide expansion of the border crossing card zone for federally screened and vetted holders of B1 and B2 visas from Mexico. A University of Arizona study projected that the expansion of the border crossing card zone would have a positive annual impact of \$181 million to the state.
- Support measures to promote, expand and enhance Arizona's competitiveness in international trade and commerce with Canada and Mexico.
- Support collaboration and data sharing with state agencies, local governments, universities, COGs and MPOs to develop and enhance data analytics necessary to advance regional and state economies.
- Support local efforts to create a diversified resilient economy through strategic planning initiatives, data analysis, program development, and funding opportunities.

#### **Environmental:**

- Support SEAGO's continued responsibility to maintain the area wide water quality management plan as the designated regional Water Quality Management Planning Agency.

#### **Transportation:**

- Support legislation to modernize and expand transportation funding mechanisms to include equitable user fees for alternative fuels vehicles, indexing funding mechanisms to inflation, increasing the existing gasoline tax, and exploring alternative funding mechanisms at both the State and Federal levels.
- Support local efforts to form Regional Transportation Authorities.
- Oppose the transfer of Highway User Revenue Funds to the State General Fund above the statutory limit of \$20 million.
- ~~Support SEAGO's role as the regional transportation planning agency for the non-urbanized portion of southeastern Arizona.~~ *Note: There are currently no threats to the status of rural transportation planning agencies.*
- Support legislation to provide \$50 million in the Arizona General Fund budget to fund Greater Arizona's Rural Transportation Priority Projects.
- Oppose legislation that would lower the Title 34 limitation on use of local forces to construct street, road, bridge, water or sewer projects, or include specific types of maintenance activities and equipment purchases without advertising for bids.
- Support projects and initiatives throughout the State that expand and enhance the movement of freight and international commerce.
- Support initiatives that maximize the role of public transit within the broader transportation system to improve mobility, enhance system capacity and improve system efficiency.





# EXECUTIVE BOARD PACKET

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**MEMO TO:** EXECUTIVE BOARD  
**THROUGH:** RANDY HEISS, EXECUTIVE DIRECTOR  
**FROM:** KEITH DENNIS, COMMUNITY DEVELOPMENT PROGRAM MANAGER  
**DATE:** NOVEMBER 10, 2021  
**SUBJECT:** 2021 CDBG APPLICATIONS (FFY 2022)

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The CDBG application process began months ago with the required public participation process. From the start of the process to the conclusion of a project often requires up to three years. The COVID pandemic has been disruptive to normal government functioning in a number of areas, and this includes the public processes required for CDBG. However, as of this meeting all applications have been submitted for this year's Regional Account funding round.

SEAGO's share of CDBG funding for this year increased by approximately \$70,000, from \$1,264,629 in 2020 to \$1,336,517 this year. The reason for this is that Pinal County elected to go to entitlement status and contract directly with HUD, and this altered the funding allocations for the rural CDBG program state wide. SEAGO's share has increased by about \$130,000 over the last two years.

Following are the Regional Account applications submitted to the Arizona Department of Housing:

**Clifton:** \$100,000 in Regional Account funds for a comprehensive pavement assessment;

**Willcox:** \$531,608 in Regional Account funds for park improvements;

**Patagonia:** \$437,557 for street improvements; and

**Graham County:** \$267,351 for ADA accessibility improvements to the County Fairgrounds.

Additionally, the Duncan Town Council recently approved entering into SEAGO's standard Technical Assistance Contract for administering its open CDBG project for street improvements.

SEAGO bylaws require Executive Board approval of fees and/or assessments such as those charged for application preparation or administration of new CDBG contracts by SEAGO for member entities. As such, we seek your recommendation for approval of these applications to our Executive Board. Please contact me if you have any questions.

*At their meeting on November 4, 2021, the Administrative Council voted unanimously to recommend approval to the Executive Board of the 2021 CDBG project applications.*

**Attachments:** None

**Action Requested:**  Information Only  Action Requested Below

**A motion to approve the 2021 CDBG project applications.**



# EXECUTIVE BOARD PACKET

**MEMO TO:** EXECUTIVE BOARD  
**FROM:** RANDY HEISS, EXECUTIVE DIRECTOR  
**DATE:** NOVEMBER 10, 2021  
**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.

<b>Administrative Council</b>	<b>Executive Board</b>
February 10, 2022*	February 25, 2022 - Cochise County*
May 5, 2022	May 20, 2022 - Graham County
August 4, 2022	August 19, 2022 - Greenlee County
November 3, 2022	November 18, 2022 – Santa Cruz County

\*Moved to avoid conflict with ACMA Winter Conference.

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

<b>Combined Administrative and Executive Committee Meetings (telephonic)</b>
December 2, 2021 – 9:00 a.m.
March 31, 2022 – 9:00 a.m.
June 2, 2022 – 9:00 a.m.
September 29, 2022 – 9:00 a.m.

**Attachments:** None.

**Action Requested:**  Information Only  Action Requested Below:



# EXECUTIVE BOARD PACKET

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**MEMO TO:** EXECUTIVE BOARD  
**FROM:** RANDY HEISS, EXECUTIVE DIRECTOR  
**DATE:** NOVEMBER 10, 2021  
**SUBJECT:** 2022 STRATEGIC PLANNING RETREAT DISCUSSION

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As most of you probably recall, the [FY 2021 - 2025 SEAGO Strategic Plan](#) was approved by the Administrative Council and Executive Board at our May 2020 meetings and became effective July 1, 2020. Every two years, we strive to regroup with the Administrative Council and Executive Board to review progress and identify new goals, objectives, and tactics to focus on for the next two years. With our next retreat tentatively scheduled for February 2022, rather than provide a detailed report of progress made since our August 2021 meetings, I thought it might be a better use of our time to discuss our upcoming retreat.

## **DISCUSSION TOPICS**

- 1) **Defer or Not** – For those who may be unfamiliar with the document, within our current Strategic Plan, under Central Administration, Goal 1: (*Identify, Provide, and Enhance Services and Resources to Address the Sustainability of Our Communities and Constituents*), Objective C directs staff to *Secure Adequate, Affordable, Long-Term Facilities for the Area Agency on Aging (By 7/1/2022)*. Tactic 1 (*Conduct market research for commercial office space in Bisbee area*) and Tactic 2 (*Investigate costs to purchase, install, and retrofit a modular building for the AAA offices at the Main Office location*) are complete. Tactic 3 (*Negotiate affordable lease extension at existing AAA offices; **or purchase, install and retrofit modular office building at Main Office location***) is partially complete and work is ongoing.

Tactic 3 – **Current Status:** The Executive Board approved our request to purchase the modular office building at their February meeting. The building has been purchased, transported to our Highway 92 campus, and reassembled. Soils testing and engineering for the foundation support system has been completed. Plan review comments from the ADOH Office of Manufactured Housing have been addressed. The City of Bisbee has reviewed and approved our plans, issued our permit, and performed inspections for the foundation, underground water and sewer connections, static drain tests, exterior lathe for stucco, and **intermediate electrical**. APS has approved our plans for the meter panel and service entrance installation, payment has been issued for the service connection, and **meter has been installed**. Our internet service provider (SparkLight) and our phone system service provider (BlackPoint) have provided their infrastructure requirements to serve the new building and associated materials have been purchased and installed in underground conduit running to the new building. **A local contractor has completed the stucco on the exterior of the building, built handicap access ramps, sidewalks and the handicap parking space. An electrical contractor has installed the meter panel and service has been established. Network wiring is installed and ready to connect to the network equipment.**

We were able to expend all of the fiscal year 2020 carryover funding approved by ADES for the project before June 30<sup>th</sup> and **we have requested to use carryover funding from fiscal year 2021 to complete the repairs and improvements to the interior of the building and pave the parking area.** There's a good possibility the remaining improvements can be accomplished with the fiscal year 2021 carryover funds requested from ADES; if not we will use funding from

our fund balance to complete the project.

The remaining items to complete the project are:

- Interior repairs and improvements (repair interior sheetrock, repaint, install floor coverings and other minor improvements)
- Pave parking area to meet City of Bisbee parking requirements
- Evaluate, (replace if necessary) and reconnect (or connect, if new) the HVAC system to the building
- Build and install skirting around the exterior of the building
- Install metal roofing, trim, gutters and downspouts (already purchased)
- Install a dedicated fiber (high speed) internet connection to the main office (which will in turn supply internet to the AAA office) (SparkLight)
- Connect the phone system to the AAA office (BlackPoint)
- Install the IT network equipment, test, and complete connections to the individual work stations in the building (SEAGO and IT consultant)

Much of the remaining work will be completed by contractors or service providers, and given the scarcity of available contractors, we expect the anticipated move-in date to be pushed out several months. Once the contract work is completed, the individual programs will be moved in to the new building one at a time. All of the coordination and some of the actual work to move the AAA in to their new home will fall on me to complete with the help of staff and inmate labor. It remains my goal to have the AAA programs moved out of the existing office space before the lease expires (June 7, 2022).

There's a lot of front-end work that goes into planning the retreat including putting together a comprehensive report of progress made since the last retreat, working with staff to update the program summary table, selecting a facilitator and working with the facilitator to develop the retreat itinerary, exercises, and workshop materials. Once the retreat is held, the post-retreat work of synthesizing the key elements from the retreat report into meaningful and updated objectives and tactics, discussing these with staff, and updating the plan for the consideration of the Administrative Council and Executive Board is also my responsibility. If we hold a strategic planning retreat in February 2022 as scheduled, it may not be possible to meet the goal of having the AAA programs settled into their new office by June 2022, and it may become necessary to negotiate an extension to our lease – something I'd like to avoid. We are making good progress on the objectives and tactics in our Strategic Plan, and there remain several items we can continue working on if we defer the retreat until February 2023. So the question is whether or not the Administrative Council and Executive Board wish to hold the retreat in 2022 as currently scheduled or defer it until February 2023.

Even if it's the will of the Administrative Council and Board to defer our retreat until February 2023, here are some items to consider in planning our next retreat:

- 2) **Date, time and location** – in the past, we have used the Benson Cochise College as the location for our retreat. This has proven cost effective and convenient for the Administrative Council and SEAGO staff as we schedule it to begin with lunch immediately following the February Administrative Council meeting. Executive Board members who wish to participate in the retreat arrive in time to enjoy lunch with Administrative Council members and SEAGO staff. After lunch, facilitated discussions and exercises begin and continue until about 4:00 p.m. In the past, the retreat has reconvened the following day with a continental breakfast, and additional facilitated discussions and exercises continuing until lunchtime. After lunch is served, discussions and exercises resume until around 2:00 p.m., at which time the retreat is adjourned so participants have ample time to drive safely back to their communities. If we can do some front-end work at the staff level prior to the retreat, it might be possible to wrap up the retreat the afternoon of the Administrative Council meeting (more on that idea below).

- 3) **Alternative Location** – It has been suggested that we offer an alternative location for the retreat that is nearby, more private, and has on-site accommodations for those who wish to stay overnight (if necessary). The Amerind Foundation Museum is approximately 20 miles east of Benson, just south of I-10, in Dagoon. The property includes the historic Fulton House which has a large living room and small conference room that can be used for the retreat. The living room can accommodate meetings from ten to a maximum seating of 50 people. The cost is \$300 per day to use the facility. Accommodations are currently \$175 per night (includes dinner and breakfast) and there are rooms for up to 12 guests in double occupancy rooms with private baths, and an additional two rooms will accommodate up to four more guests with a shared bath. I plan to visit the site and can provide additional details when I learn more.

No matter which location we choose, we will have the costs of renting a facility and providing meals for retreat participants. We will also have the costs of a facilitator regardless of location. At a glance, it looks like the alternative location would add a minimum of \$600 (assuming two days) to the retreat costs. I don't know how much more it might be for food catered to the alternative location versus having the facility provide the food but I'll be checking into that. If we move forward with holding the retreat in 2022, it might make sense to set a maximum cost for the retreat (for example \$5,000) and let that determine the retreat location.

- 4) **Retreat Suggestions** – The way our strategic plan is currently written, it calls for a retreat every two years to review progress made toward accomplishing the goals and objectives and to update goals, objectives, tactics, etc. for the subsequent years of the plan. In past retreats, an inordinate amount of time has been spent on re-wordsmithing SEAGO's mission and vision statements and rehashing the Plan's goals. Unless conditions exist that render our mission, vision and goals irrelevant, it might be better to spend our time revisiting these elements of the strategic plan every five years. This would provide more time for brainstorming meaningful and effective objectives and tactics to accomplish previously established goals.
- 5) **Retreat Facilitation** – Last time we held the retreat, we used Melanie Greene to facilitate the discussion at a cost of approximately \$2,900. If we decide to move forward with holding the retreat in February 2022, I'll be checking with her to determine if she will be available to facilitate the retreat and what she would charge.
- 6) **Front-End Work** – We plan to do some front-end work with the SEAGO team prior to the retreat regardless of when that happens. The idea is to map out some objectives and tactics to our existing goals that we can bring forward for consideration by retreat participants to evaluate, adopt, refine or reject. For the sake of continuity, I think it would be useful to have our facilitator lead this work with the SEAGO team. I firmly believe doing this front-end work will be well worth the effort and associated costs as it has the potential to eliminate the need for the Administrative Council and Executive Board to return to the retreat location the following day, while still delivering meaningful, relevant, and concise objectives and tactics to accomplish the existing goals of the plan.

I look forward to discussing this with you at our meeting and hearing your thoughts and direction.

**Attachments:** None

**Action Requested:**                     Information Only                     Action Requested Below:



# EXECUTIVE BOARD PACKET

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**MEMO TO:** EXECUTIVE BOARD  
**THROUGH:** RANDY HEISS, EXECUTIVE DIRECTOR  
**FROM:** DINA CURTISS, ACCOUNTING MANAGER  
**DATE:** NOVEMBER 10, 2021  
**SUBJECT:** FINANCE REPORT

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Attached is SEAGO's Statement of Revenues and Expenditures for the quarter ending September 30, 2021.

Colby & Powell was on site as scheduled for the audit field work October 27 and 28, 2021. Any additional information regarding Colby & Powell's visit will be addressed at the Executive Board meeting.

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 09/30/2021

**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 7/1/2021 Through 9/30/2021

(In Whole Numbers)

		Cur Pd Actual	YTD Actual	Total Budget	% of Budget Used
<b>Revenue</b>					
General Fund	101	459	459	150,000	0.30%
Agency Response	301	83,007	83,007	43,745	189.75%
Community Development Block Grant	302	42,645	42,645	257,184	16.58%
Economic Development	303	14,843	14,843	110,358	13.45%
Environmental Quality	306	1,869	1,869	5,392	34.66%
Public Transit	308	9,402	9,402	20,000	47.00%
State Planning & Research	309	45,436	45,436	200,150	22.70%
Area Agency on Aging	310	146,028	146,028	1,132,774	12.89%
Regional Mobility Management	311	20,847	20,847	168,750	12.35%
RMM Training	314	27,692	27,692	100,000	27.69%
End of Life - Lovell Foundation	327	0	0	166,950	0.00%
Santa Cruz Co RTA Feasibility Study	329	1,283	1,283	80,000	1.60%
Willcox Transit IGA	342	8,253	8,253	43,200	19.10%
SEAGO Cares	344	15,481	15,481	750,000	2.06%
Regional Transit Emergency Coordination Plan	346	12,129	12,129	62,000	19.56%
<b>Total Revenue</b>		<u>429,375</u>	<u>429,375</u>	<u>3,290,503</u>	<u>13.05%</u>
<b>Expenses</b>					
General Fund	101	0	0	150,000	0.00%
Agency Response	301	8,874	8,874	43,745	20.28%
Community Development Block Grant	302	40,658	40,658	257,184	15.80%
Economic Development	303	14,843	14,843	110,358	13.45%
Environmental Quality	306	1,869	1,869	5,392	34.66%
Public Transit	308	9,402	9,402	20,000	47.00%
State Planning & Research	309	45,436	45,436	200,150	22.70%
Area Agency on Aging	310	146,729	146,729	1,132,774	12.95%
Regional Mobility Management	311	20,847	20,847	168,750	12.35%
RMM Training	314	27,692	27,692	100,000	27.69%
End of Life - Lovell Foundation	327	7,343	7,343	166,950	4.39%
Santa Cruz Co RTA Feasibility Study	329	1,283	1,283	80,000	1.60%
Willcox Transit IGA	342	8,253	8,253	43,200	19.10%
SEAGO Cares	344	21,797	21,797	750,000	2.90%
Regional Transit Emergency Coordination Plan	346	12,129	12,129	62,000	19.56%
Regionwide Pavement Assessment Project	347	197	197	0	0.00%
<b>Total Expenses</b>		<u>367,351</u>	<u>367,351</u>	<u>3,290,503</u>	<u>11.16%</u>
<b>Balance</b>		<u>62,024</u>	<u>62,024</u>	<u>0</u>	<u>0.00%</u>



# EXECUTIVE BOARD PACKET

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**MEMO TO:** EXECUTIVE BOARD  
**THROUGH:** RANDY HEISS, EXECUTIVE DIRECTOR  
**FROM:** KEITH DENNIS, COMMUNITY DEVELOPMENT PROGRAM MANAGER  
**DATE:** NOVEMBER 10, 2021  
**SUBJECT:** CDBG AND COMMUNITY DEVELOPMENT UPDATES

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## **CDBG Updates**

The State Special Projects CDBG funding round is now open, and Tombstone intends to re-submit an application for improvements to its Senior Center. SEAGO and Tombstone partnered to submit this application during the 2020 round, and while we did not succeed, we did succeed in developing a “shovel-ready” application for SSP funds. The effort undertaken last year means we are positioned to try again; we have, in other words, a “pipeline” to work from, even if it is only one project. Our Strategic Plan calls for the Community Development Program to develop and submit competitive applications to increase the share of CDBG funds coming into our region. As such, we welcome the opportunity to add to that pipeline, from any of our communities that may be interested.

Along these lines, the Colonias Set-Aside funding round will again be available next year. We have interest from several communities in participating. Like the SSP, Colonias applications must be “shovel-ready,” meaning environmental reviews, permits, plans and specifications, and sound cost estimates are required as part of the submittal.

## **SEAGO CARES**

The SEAGO CARES program continues doing what it was built to do – saving homeownership around the region. We have made payments through the program to eight households at this time, all in Cochise and Graham Counties. We have conducted a good deal of outreach and marketing for the program since the last meetings: radio ads and interviews in Cochise County; a radio ad in the San Carlos Apache Tribal lands; outreach through AAA events and a recent town hall in Sunsites. So far, SEAGO CARES has benefitted some 30 persons, with total payments of approximately \$58,000.

## **CONTINUUM OF CARE**

As you are aware, early this year the SEAGO Community and Economic Development Programs agreed to become the “lead agency” for the Local Committee to End



Homelessness (LCEH) in Cochise County. Later this year, Housing Authorities from around the state including the Nogales Housing Authority were given the opportunity to receive a number of Emergency Housing Vouchers. One condition for receiving these was participation in the local Continuum of Care / LCEH. The challenge here was that there was no such Committee in Nogales - Santa Cruz County. Seizing the opportunity, local stakeholders including the Nogales Housing Authority and community health providers like Mariposa Community Health Center, Community Partners, Inc., and others have partnered with SEAGO to build a Continuum of Care (CoC) committee from the ground up.

This in turn, creates both a challenge – and an opportunity – for SEAGO staff, as it has increased our workload in areas that, while in harmony with SEAGO’s Strategic Plan, nevertheless are creating additional work for staff who are operating outside their job descriptions. Economic Development Program Manager Maria Porter does have a background working with CoC activities; and in my role as Community Development Program Manager, I’m deep into a learning curve. However, given the significant time investment required, we can foresee the opportunity and need in the near future to create, fill and fund a position which would specialize in coordinating CoC activities within the SEAGO region and possibly some additional responsibilities around affordable workforce housing. It will require Board action to add such a position to SEAGO’s Classification Plan and we hope to bring a proposal forward in our February meetings.

**Attachments: SEAGO Cares Success Story**

Action Requested:                     Information Only                     Action Requested Below

# SEAGO CARES

## *Success Story*



South Eastern Arizona  
Governments Organization

Judy is a front-line worker & single mom who contracted Covid and then had to care for her children at home when the schools shut down. After a four-month battle with Covid, Judy was able to return to work, but only on a part-time basis. Even though she had received worker's compensation, she still needed help getting caught up on her bills. Judy requested assistance through SEAGO CARES to catch up on her mortgage and utilities. SEAGO CARES supported Judy & her family with the funds needed to bring her accounts current. Judy told SEAGO CARES, "I never knew there was such a program. You saved my home for me and my children. Thank you SEAGO!"



*\*Name has been changed to protect confidentiality*

**If you are behind on your mortgage and utilities due to Covid, visit [www.seago.org/cares](http://www.seago.org/cares) or call 520-432-5301 to see if you qualify for assistance.**



# EXECUTIVE BOARD PACKET

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**MEMO TO:** EXECUTIVE BOARD  
**THROUGH:** RANDY HEISS, EXECUTIVE DIRECTOR  
**FROM:** STEPHEN PETERSON, ECONOMIC DEVELOPMENT PROGRAM MANAGER  
**DATE:** NOVEMBER 10, 2021  
**SUBJECT:** RECENT ECONOMIC DEVELOPMENT ACTIVITY

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The purpose of this memorandum is to advise the Executive Board of recent activity in the SEAGO Economic Development District (EDD).

## Recent Activity

### 1. USDA REDI Grant

The goal of the REDI grant was to study the development of regional collaboration opportunities between Graham and Greenlee Counties for implementing their target industry strategic plan, along with other potential economic development collaboration opportunities.

**Background:** The planning process was led by the McClure Engineering Economic Development Division (target industry strategic plan implementation), and Co.Starters (entrepreneur training), and was coordinated by SEAGO under the guidance of the grant management team consisting of representatives from Graham and Greenlee Counties, and FMI.

**Current Status:** The REDI Grant has been completed as of June 30, 2021.

### 2. 2021 – 2025 CEDS Process

**Background:** The Comprehensive Economic Development Strategy (CEDS) is the 5 year plan that captures where we are currently and what ED goals we want to achieve in the next 5 years. The goals identified in the CEDS will help guide our region into a prosperous sustainable economy. The updated CEDS was due to EDA in April 2021.

**Current Status:** The 2021-2025 CEDS was submitted to EDA on April 30<sup>th</sup>, 2021. SEAGO received a formal letter of approval from Cynthia Ptak, Economic Development Administration (Attached) on August 25<sup>th</sup>, 2021.

### 3. Economic Advisory Council

The 2021 CEDS is a living document and will continuously be updated to reflect the priorities of the region. The goal of the CEDS is to be our economic development roadmap over the next 5 years to stability, growth, and resiliency. We will continue this effort through the Economic Advisory Council (EAC). The EAC is a continuation of the CEDS Committee and will act as a community coalition to foster economic development collaboration with regionally strategic initiatives. The EAC is meeting monthly, and will be reviewing data and develop specific project priorities in relation to the CEDS Action Plan. The CEDS addresses many needs of our region, which includes transportation, housing, and infrastructure, initiatives that overlap with multiple SEAGO programs.

The EAC is a platform, and acts as a hub of information to share resources and updates on economic development initiatives throughout the region. Over the last three months the EAC Meetings included discussion around:

- a. EAC Meeting Structure - Subcommittees
- b. CEDS Update
- c. How has COVID-19 Impacted our Counties? - Presentation by NAU
- d. Resiliency Discussion - How resilient are you, your family and your workplace?
- e. Funding Opportunities/ Agency Updates
- f. Workforce Training & Development Opportunities
- g. EDA TA Grant Status & Broadband Update
- h. State of Tourism- Presentation by NAU
- i. Tourism Strategy Discussion
- j. Resiliency Toolkit Update and Feedback Requests

#### 4. Resiliency Toolkit 2022

The ED Staff are working with Northern Arizona University to develop the public platform of the Resiliency Toolkit (RTK). We've met with our website developer, U.S. Economic Research, to map out the toolkit as a responsive website that can be accessed by any individual and/or organization that wishes to improve their resiliency. The platform will incorporate information on Emergency Management, Broadband, Affordable Housing, Tourism, and Workforce development / entrepreneurship. The programs SEAGO originates to fill these needs in order to support our regional partners will also go into our RTK as resources to guide anyone interested in these focus areas. We are also exploring various tools and resources to include in our RTK such as: jobZology, Placer, Near, Co.Starters, and GIS Mapping of Resources.

We continue to share the Resiliency Community Survey to gain local insight on the impact of the pandemic on families and identify resiliency opportunities to include in the Resiliency Toolkit. The Survey is available in English and Spanish, please share the survey throughout your communities:

Spanish Survey: <https://bit.ly/3hAN3vu>

English Survey: <https://bit.ly/2UL7qNP>

#### 5. Broadband

**Background:** During the 2020-2021 CEDS development process, SEAGO's CEDS Ranking Committee evaluated project lists from each member entity and it was determined that Broadband Infrastructure expansion was the #1 regionally ranked project contributing to a more resilient economy. The lack of a robust Broadband Infrastructure is seen as a huge contributor to the lack of industry leaders and private investors expanding their operations within the SEAGO region. In response to the identified need for broadband, we committed to applying for an EDA Technical Assistance Grant to develop a Regional Broadband Strategic Plan.

**Current:** The EDA TA Grant for a Regional Broadband Strategic Plan was authorized by the Administrative Council and Executive Board at their August meetings and ultimately submitted on October 20<sup>th</sup>, 2021. We also supported the EDA - Build Back Better application submitted by Chicanos Por La Causa which will provide funding to support digital inclusion and literacy.

#### 6. New Initiatives

Through SEAGO's Lead Role in the Cochise County Coalition to End Homelessness (Continuum of Care), Emergency Housing Vouchers (EHV) started to be distributed in August 2021. HUD awarded

21 EHV's to Cochise County Housing Authority and 15 to Nogales Housing Authority to house those that are homeless, at-risk of homelessness, and those fleeing domestic violence. Lastly, through this housing opportunity we have been able to engage Santa Cruz County to develop a Continuum of Care, bringing housing and service providers together to address homelessness. As we support Santa Cruz County, we have facilitated monthly Case Conferencing meetings and have drafted a Governance Charter to establish the Santa Cruz County Local Coalition to End Homelessness. The Governance Charter will be voted on in this next quarter which will bring more Rapid Rehousing and Permanent Supportive Housing Vouchers to Santa Cruz County service providers. SEAGO continues building relationships and connecting resources to best serve homeless individuals in Cochise County and Santa Cruz County.

**Attachments: CEDS Letter of Approval from Cynthia Ptak, EDA**

**Action Requested:**

Information Only

Action Requested Below:



**U.S. DEPARTMENT OF COMMERCE**

Economic Development Administration  
Jackson Federal Building, Room 1890  
915 Second Avenue  
Seattle, Washington 98174  
206-220-7660

Mr. Randy Heiss, Executive Director  
Southeastern Arizona Government Organization  
1403 W. HWY 92 Bisbee, AZ 85603

Dear Randy,

As the Arizona Economic Development Representative for EDA's Seattle Regional Office, I have reviewed and approved your most recent EDA-funded Comprehensive Economic Development Strategy (CEDS). The review checklist, with comments, is attached for your reference in preparing a future revision and interim updates.

Please note that each economic development district and Native American tribe funded under EDA's Partnership Planning program is required to prepare a full revision of its CEDS at least once every five years. In the interim a brief CEDS update is required annually in order to keep the document current and relevant. The due dates for future CEDS updates and revisions will be included in the terms and conditions of your applicable EDA Partnership Planning grant awards. EDA staff is ready and willing to provide assistance with these matters.

I also want to commend your staff, specifically Maria Porter and Stephen Peterson for their outstanding work, and continued efforts in working with me, and Arizona's other EDDs by simply being great resources to their peers, willingly sharing information, and always making themselves available when asked. They're progressive, and we look forward to working with you as you continue to creatively address SEAGO's economic development planning and implementation needs. Thank you.

Sincerely,





# EXECUTIVE BOARD PACKET

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**MEMO TO:** EXECUTIVE BOARD  
**THROUGH:** RANDY HEISS, EXECUTIVE DIRECTOR  
**FROM:** LAURA VILLA, AREA AGENCY ON AGING PROGRAM DIRECTOR  
**DATE:** NOVEMBER 10, 2021  
**SUBJECT:** AAA PROGRAM UPDATES

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## **Administrative Updates:**

AAA received funding for the following programs:

- State General Funds to support the Long Term Care Ombudsman program. This will allow the LTCO to visit sites twice yearly or hire part-time staff to meet the demand. SEAGO does not see the need for hiring additional staff but will continue to recruit volunteers.
- State General Funds to support Provider Rate increases to Home and Community Based Service providers dealing with Direct Care Worker shortage by granting mileage reimbursements to DCW's or sign-on bonuses to hire and retain for a year in the workforce. Discussions are in place with SEAGO service providers.
- ACL-American Rescue Plan (ARPA) one time allocations good from **4-1-2021 to 9-30-2024**. These funds are awaiting final approval from DAAS. There is a link to the Itemized Service Budget (ISB) at the end of this update.
- ACL-Title III and VII include an increase, and these are included in the ISB.
- Nutrition Services Incentive Program (NSIP) with additional funds to support our Home Delivered Meals providers
- ACL-revised allocation towards SHIP/SMP
- ACL-MIPPA-Priority 1 SHIP funding. With oversight from DES-DAAS when submitting the yearly grant proposal, only Priority 1 funding was granted to Arizona. All three priorities were not awarded.
- All allocations are on the ISB for your review. For clarification, ARPA funds are good for three years. SEAGO-AAA has placed some of these funds on HOLD; this purpose is to minimize the match required for SFY22.

**Partnerships:** Forming new partners is vital for the Area Agency on Aging. We are pleased to announce that the Southeastern Arizona Health Education Center (SEAHEC) who oversees three of the counties we serve, has committed to bring education to our four county-region in the following ways:

- Develop and distribute informational literature to educate the public on COVID and related resources.
- Provide presentations, in person or through online media, to groups and individuals who are potentially in need of COVID education and assistance; and to people who have knowledge of, or are in a position to refer to individuals who need or could benefit from COVID education and assistance;
- Solidify a list of potential agencies, venues, and opportunities to provide presentations on COVID 19 and needed support.

In the past year and a half, SEAHEC has gathered, developed, and disseminated various educational materials and resources associated with COVID 19, its prevention, signs, symptoms, social distancing practices, appropriate mask-wearing, etc. SEAHEC circulated English and Spanish language materials and provided educational materials to our partner health agencies and health departments. SEAHEC

utilizes scientifically vetted (CDC and local health department) materials. As part of another currently funded project with the CDC Foundation, SEAHEC is part of a national learning cohort that meets monthly to discuss progress on vaccination efforts and share materials and information regarding the latest development in vaccine hesitancy and vaccine confidence materials. We collaborate with nationally recognized *Healthwise* to develop and refine critical materials related to COVID 19 and vaccine hesitancy.

**New Staff:** AAA is pleased to introduce two new staff members – Elsa Centeno, SHIP-SMP Coordinator, and Liz Castellanos, Santa Cruz County Case Manager. Elsa's background is in social services and the medical field. She is bilingual and eager to learn and help those in need. With Open Enrollment starting, Elsa surrounds herself with a group of knowledgeable and dedicated volunteers who have offered to help her.

**Case Management Transition:** Liz Castellanos is excited to serve the seniors of Santa Cruz County. Liz's background is in social services and the medical field. Her knowledge will help the AAA be more visible and promote services provided by SEAGO AAA. Carrie Gibbons, our Case Manager Coordinator, is developing program instructions and a Case Manager handbook for future use. All Case Managers continue to operate under the COVID Precautions in place since April of 2021. Under these protocols, all assessments, intakes, and reviews are conducted over the phone or via a secure virtual platform. The implementation of the vaccine parameters has relaxed minimally, and Case Managers are allowed to use their best judgment to determine if an in-home visit is more conducive for the client. Case Management program monitoring has begun. The Annual Monitoring /Review Process helps ensure service client files contain all necessary documentation and no discrepancies; this also helps us identify an area for additional training if needed.

**Contract Compliance Review:** Every three years, DES-DAAS performs this review on all their subawards and SEAGO AAA's review happened during September and October. The CCR allowed AAA to organize, create and plan for future virtual CCR's. Our program coordinators presented to their state lead on their specific programs. Based on the exit interview from the entire DES-DAAS staff, we received recognition for the outstanding performance not only with our existing programs but with new ones, as well. AAA does not expect any findings; only recommendations from the State Unit on Aging. More information will be available in our next meeting as the final report is not yet available.

**READI Meals Program:** HPDP Coordinator Cindy Meyers and Ombudsman Shi Martin conducted Congregate Site and Home Delivered Meal monitoring. They are working to develop and mirror the site monitoring for READI after the system is in place per DES-DAAS guidelines. We continue to work with the new board of the Bisbee Senior Center to assist in getting their kitchen recertified by the Cochise County Health Department. The ACL grant was not awarded for READI, and we will continue to seek new funding opportunities as we move forward with the project. With the availability of supplemental funds from DAAS, we are allowed to help our senior centers with funds to hire a part-time staff person who can oversee READI and work closely with Cindy and Shi to start training. Once the health departments authorize us to proceed we will have more to report.

#### **Family Caregiver Support Program (FCSP):**

- **Trualta** - As of September 28, twenty four Caregivers have been on-boarded to the portal, and caregivers completed 45 modules with very positive comments from the participants.
- **Caregiver Appreciation Month** – November is Caregiver Appreciation month. FCSP has partnered with AARP and Cochise County Health and Social Services to host a Caregiver Appreciation Mingle on **November 16, 2021, at 2:00 pm**. Up to 40 Caregivers are invited to a virtual painting event where an artist from Pinot's Palette will lead them step by step to paint a pre-selected image on Zoom. After two hours, they will have completed a masterpiece! To register, go to: <https://aarp.cvent.com/cochise>. **Registration Deadline is October 27, 2021.**



- **Community Education and Information** - FCSP attended presentations at Senior Communities and Centers, "Celebrating Life Health Fair" in Nogales AZ, and a rural Community Association meeting. Virtual events are also ongoing to highlight the Trualta portal.
- **Senior Connect** - Community education and outreach continues to grow throughout our region by targeting partnerships with Cochise County Public Libraries. Senior Connect helps facilitate senior computer literacy, capacity, and Wi-Fi access. In addition, the Library staff promote AAA services and assist with Trualta referrals. Our Senior Connect library partnerships include Willcox Public Library, Cochise County Library District (which services city libraries in Sunsites, Sunizona, Portal, Naco, Bowie, and Elfrida), Sierra Vista Public Library and Huachuca City Library.

Contact Karen Enriquez at 520-432-2528 Extension 221 or [kenriquez@seago.org](mailto:kenriquez@seago.org) for more information.

**Long Term Care Ombudsman Program (LTCO):** The LTCO and SHIP programs conducted a joint Abuse Task Force Zoom meeting on August 6, 2021. Representatives from Adult Protective Services (APS) from all four counties and APS exploitation statewide, public fiduciary's office from Cochise County and Douglas Fire Department participated. Staff learned there is not a lot of agency communication outside of emergent needs. This Task Force was created to bring these agencies together to discuss boundaries and legal matters about elder abuse and bridge agency communication. Invitations have been extended to first responders in fire and police departments, public fiduciaries, and APS in all four counties. Healthcare providers and financial institutions will be invited to the next meeting. The task force is developing a list of future speakers.

**State Health Insurance Program – Senior Medicare Patrol (SHIP-SMP):** Annual Medicare Open Enrollment began October 15 and continues through December 7. Our new Coordinator Elsa Centeno continues her training as the SHIP/SMP Coordinator. The program currently has three active volunteers doing counseling; one helping with prescription costs, and one in process of completing SHIP/SMP Training. All volunteers participated in virtual Open Enrollment training on 10/5/2021. Open Enrollment will be conducted via phone calls rather than in person; however Huachuca City will have a walk-in day. The AAA office is busy making appointments from previous clients, 1-800 Medicare, and partner agencies throughout the SEAGO region. SHIP/SMP outreach consists of participation in a fair in Nogales; ongoing outreach from Santa Cruz County AAA Case Manager Elizabeth Castellanos to her clients and the community; Constant Contact email blasts and postings to our Facebook page. Our goal is to reach out to Medicare clients in the rural areas to promote more options and education during Open Enrollment. To schedule an appointment for help with Medicare issues, call: 520-432-2528 ext. 222 or email: [shiphelp@seago.org](mailto:shiphelp@seago.org). Alternatively, individuals may go to: <https://www.seago.org/state-health-insurance-assistance-program> and fill out a questionnaire or request an appointment online.

#### **Health Promotion and Disease Prevention:**

- **Tai Chi** - Our first in-person class for Tai Chi ran at the Rio Rico Community Center and ended last September. There was a good turnout considering the new heightened concerns about COVID. Program Coordinator Cindy Meyers received her Tai Chi certification and hopes to hold classes in a couple of Sierra Vista care facilities with a volunteer, as well as conduct virtual classes. Ongoing virtual Tai Chi for Arthritis and Falls Prevention classes are planned for the new year.
- **AMOB** - A Matter of Balance in-person classes began in September at the Bisbee Community Center and the Wilcox Library October 1<sup>st</sup>. Cindy Meyers received her Master Trainer certification during the summer and is actively seeking volunteers interested in becoming AMOB Lay Leaders, helping to reestablish the Falls Prevention Program in our region. Starting in January, a virtual A Matter of Balance class will be offered 3x throughout the year for those seniors we may not be able to reach with in-person courses.
- **Chronic Disease Self-Management Program (CDSMP)** – Cindy Meyers and Caregiver Coordinator Karen Enriquez received their certification as CDSMP Lay Leaders after receiving training at the Pima County Health Department in September. Cindy and Karen will deliver a class to the region at

the beginning of the New Year, as well as 2-3 times a year throughout the region. Explore the evidence-based programs on our [Facebook](#) page that are proven to help older adults reduce their risk of falling. You can also visit our [webpage](#) to find a program near you! Check our calendar of events for specific class information, call (520) 432-2528 or email: [cmeyers@seago.org](mailto:cmeyers@seago.org) to inquire about upcoming classes in your community!

**End Of Life-Thoughtful Life Conversations:** We continue to expand our Outreach Program working with library and program directors throughout our 4-county service area.

- **1:1 Help with ACP project** continues to expand as we offer 1-on-1 help with advance care planning and directives completion via Zoom, phone or in-person.
- **Thoughtful Life Conversations (TLC) workshops** are presented in person to the community and faith-based organizations. Participating in Health Fairs is vital for sharing our program information (Veterans Fair, most recently). Cochise College Nursing Program has us back in November to teach a class to their first-year nursing students.
- **Health Current** continues working to get the AZ Healthcare Directives Registry operational within the Health Information Exchange in Arizona. When functioning, adults in AZ can have their Advance Directives quickly accessed and updated through their digital medical records at hospitals, etc.; a significant step forward in making people's wishes known to healthcare providers and having wishes honored. We can assist people in getting their advance directives into the Registry. For more information, contact SEAGO AAA at 520-432-2528 or Ronnie Squyres at 520-355-5226, email [feelwellsleepwell@gmail.com](mailto:feelwellsleepwell@gmail.com) or learn more at <https://www.seago.org/advance-care-planning>.

## OTHER INFORMATION

**Facebook Statistics:** In October 2021, we reached 1,251 people, and added four more followers. The most popular post read by 595 people was the Good Morning Caregivers. Many people search using the words Alzheimer's and Dementia. The page is updated daily to keep our followers up to date on the latest news and information that could impact their lives. Please follow us at <https://www.facebook.com/seagoareaagencyonaging>

**Attachments:** Volunteer flier

**Document Links:** [SFY22 ISB](#), [Fall Newsletter](#)

**Action Requested:**  Information Only  Action Requested Below:

# VOLUNTEER

The SEAGO Area Agency on Aging  
is looking for dedicated, resourceful volunteers.

Many of the programs offered through the Area Agency on Aging rely on committed volunteers to make their programs successful and to meet the increasing need for services in our communities.

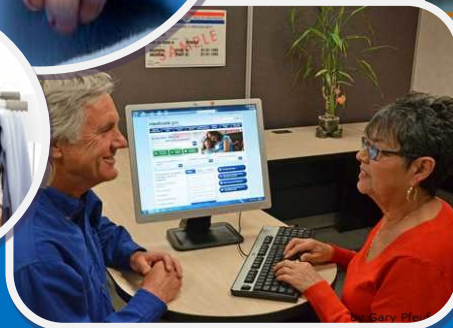
## Now Recruiting Volunteers

- Medicare/Benefits counseling volunteers
- Long-term Care Ombudsman volunteers
- Matter of Balance Lay leaders/ Coaches
- Tai Chi for Arthritis and Fall Prevention Coaches
- Family Caregiver support Program Volunteers
- Advisory Council on Aging Volunteers
- Administrative Office Volunteers
- Advance care planning-Thoughtful Life Conversations Volunteers
- Volunteer Coordination



Volunteers can truly make a difference  
in their community.

For more information  
Give us a call at 520-432-2528  
or Email [aging@seago.org](mailto:aging@seago.org)



"Under Titles VI and VII of the Civil Rights Act of 1964 (Title VI and Title VII) and the Americans Disabilities Act of 1990 (ADA) Section 504 of the Rehabilitation Act of 1973 and the Age Discrimination Act of 1975, SEAGO Area Agency on Aging prohibits discrimination in admissions, programs, services, activities or employment based on race, color, religion, sex national origin, age, and disability. The SEAGO Area Agency on Aging must make a reasonable accommodation to allow a person with a disability to take part in a program, service, or activity. Auxiliary aids and services are available upon request to individuals with disabilities. For example, this means that if necessary, the SEAGO Area Agency on Aging must provide sign language interpreters for people who are deaf, a wheelchair accessible location, or enlarged print materials. It also means that the SEAGO Area Agency on Aging will take any other reasonable action that allows you to take part in and understand a program or activity, including making reasonable changes to an activity. If you believe that you will not be able to understand or take part in a program or activity because of your disability, please let us know of your disability needs in advance if at all possible. To request this document in an alternative format or for further information about this policy please contact: SEAGO Area Agency on Aging at 520-432-2528." Para obtener este documento en otro formato u obtener informacion adicional sobre esta politica, SEAGO Area Agency on Aging 520-432-2528. This program was funded through a Contract with the Arizona Department of Economic Security.



# EXECUTIVE BOARD PACKET

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**MEMO TO:** EXECUTIVE BOARD  
**THROUGH:** RANDY HEISS, EXECUTIVE DIRECTOR  
**FROM:** CHRIS VERTREES, TRANSPORTATION PROGRAM ADMINISTRATOR  
**DATE:** NOVEMBER 10, 2021  
**SUBJECT:** TRANSPORTATION PROGRAM UPDATES

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The following is a brief update regarding the Transportation and Transit planning projects that SEAGO is currently involved in:

**Regional Transit Emergency Coordination Plan:** On December 30, 2020, SEAGO received notice from ADOT that it received an \$80,000 FTA Section 5305(e) Transit Planning Grant. During the initial outbreak of COVID-19, we found that many of our FTA Section 5311 and FTA Section 5310 providers lacked emergency planning tools and protocols to not only address pandemic issues, but lacked basic procedures to address a variety of potential internal and external emergencies. The grant provides funding for the development of a Regional Transit Emergency Coordination Plan. **SEAGO began work on this project in August with a series of four County-specific stakeholder meetings. Meetings were attended by 33 emergency preparedness professionals. SEAGO will be holding advisory committee meetings with our regional transportation providers in late October and early November. Working Paper #1 will be available on [www.azmobility.org](http://www.azmobility.org) by December 1, 2021.**

**Cochise County Public Transit Consolidation Study:** In February 2019, SEAGO received an FTA Section 5304 Planning Grant to conduct a Cochise County Public Transportation Consolidation Study. With the addition of Willcox, Cochise County now has four rural public transportation programs (FTA Section 5311) and a FTA Section 5310 program (VICaP) that fills many of the transit gaps not covered by our 5311 programs. The purpose of the study is to analyze the agencies' costs for grant preparation, administration, service, labor, capital, technology, sources of local match, and marketing. The goal is to identify areas of consolidation that are feasible and can present significant cost savings to our transit operators. SEAGO recently completed the data collection and data analysis phase of the project. This information was presented to the study's TAC. The feasibility study has been completed and it underwent a 45-day public comment period from May 11 to June 25, 2021. **The study has been finalized and is available at [www.azmobility.org](http://www.azmobility.org) . Multiple cost sharing/reduction strategies were identified. SEAGO will be submitting a transit planning grant application in November to develop an implementation plan for the study.**

**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 a 5-year period. 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. SEAGO has partnered with the National Association of Development Organizations (NADO) to update the study. NADO secured a USDA grant for this project. This has brought national transit planning organizations to the table that SEAGO would not normally have access to. This includes Western Transportation Institute and the National Rural Transit Assistance Program. A stakeholder meeting was held in September to discuss potential bus stops and routes. **A draft working paper is expected in November. A General Public Transit Survey has been developed and is available at [www.seago.org](http://www.seago.org) . The goal is to have the study completed in time for ADOT's FY22 FTA**



**Section 5311 grant cycle that begins in January of next year.**

**FTA Access and Mobility Partnership Grant Application:** In May 2019, SEAGO was awarded a FTA Access and Mobility Partnership Grant in the amount of \$235,852. The grant provides transportation services to the low income, elderly, and disabled to medical mobile clinic services for rural Cochise County. The project also includes access to food packages prepared by local food banks. The basis being without proper nutrition, the medical assistance provided is not sustainable. Due to COVID-19 and requirements to access the FTA transit management and billing systems the project was delayed. ***SEAGO finally secured Federal Authorization for the project on September 27, 2021. We have begun the steps necessary to kick-off the project. We have 24 months to spend the funding (through September 30, 2023).***

**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 ground work 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 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). ***SEAGO secured Federal Authorization for the project On October 6, 2021, and has begun the development of the RFP. SEAGO expects to advertise in early November, select a consultant in December, and kick-off the project in January.***

**Santa Cruz County RTA (Regional Transportation Authority) Feasibility Study:** In FY19, SEAGO had approximately \$50,000 in carry-over State Planning and Research Funds that needed to be spent on a planning project. After discussion with the TAC, this project was identified. The project will be completed in multiple phases. Phase 1 is a research project. SEAGO has collected Santa Cruz County transportation/transit related studies completed at the state or local level during the last 15 years. In February 2019, SEAGO conducted a review with the City of Nogales and Santa Cruz county to determine the aspects of each plan that are still valid in our current economic and transportation climate. As a result of that meeting, SEAGO is developing an updated list of potential projects. ***Due to COVID-19 and the public participation demands of this project it was delayed until the SFY22. The project has been forwarded to our FY22/23 ADOT Work Plan. We will have until June 30, 2023 to complete the project. We are currently identifying project TAC members and expect to reboot this project in January.***

I will answer any questions you may have at the meeting.

**Attachments:** None.

**Action Requested:**

Information Only

Action Requested Below