

**APPROVED MINUTES OF  
THE EXECUTIVE BOARD MEETING  
10:00 A.M., FRIDAY, AUGUST 16, 2024  
VIA ZOOM  
DUNCAN TOWN HALL  
506 SE OLD WEST HWY DUNCAN, ARIZONA**

OFFICERS PRESENT: Budge, Ken – City of Bisbee (2<sup>nd</sup> Vice-Chair) **(Zoom)**  
Gomez, David – Greenlee County (Chair) **(In-Person)**  
Lopez, Arnold – City of Safford (1<sup>st</sup> Vice-Chair) **(In-Person)**

MEMBERS PRESENT: Ahmann, Steve – Greenlee County Private Sector Representative **(Zoom)**  
Blake, Alex – Town of Duncan **(In-Person)**  
Budd, David – Santa Cruz Private Sector Representative **(Zoom)**  
Bryce, Randy – Town of Thatcher **(In-Person)**  
David, Paul – Graham County **(In-Person)**  
English, Ann – Cochise County **(Zoom)**  
Lopez, Edmund – Graham County Private Sector Representative **(In-Person)**  
Mermis, Mark – Cochise County Private Sector Representative **(Zoom)**  
Umphrey, Carolyn – City of Sierra Vista **(Zoom)**

STAFF PRESENT: Curtiss, Dina – Accounting Manager **(In-Person)**  
Dennis, Keith – Executive Director **(In-Person)**  
Dumas, Robin – Economic Development Planner **(Zoom)**  
Miller, David – Community Coordinator **(In-Person)**  
Osborne, William – Community Development Program Manager **(In-Person)**  
Vasquez, Celeste – AAA Director **(In-Person)**  
Vertrees, Chris – Transportation Program Manager **(In-Person)**

GUESTS: Adam, Kevin – RTAC **(Zoom)**

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

**Chair Gomez** called the meeting to order at 10:04 a.m. and led the group in the Pledge of Allegiance. At the request of the Chair, Community Coordinator David Miller read the names of the members attending in-person and Zoom.

## **II. MEMBER ENTITIES' DISCUSSION**

**Chair Gomez** opened the floor for Member Entities discussion. No Members had items to discuss.

## **III. CALL TO THE PUBLIC**

No members of the public were present.

## **IV. ACTION ITEMS**

1. Consent Agenda
  - a. Approval of the May 17, 2024 Minutes
  - b. Approval of the May 30, 2024 Administrative Executive Committee Minutes

**Supervisor Paul David** expressed concerns approving minutes for the Administrative-Executive Committee because not all members are present at those meetings. **Mayor Ken Budge** recommended including the Draft Minutes of the Administrative-Executive Committee has an information item. Executive Director Keith Dennis agreed and moving forward these minutes will only be included in Information Items. **Chair Gomez** stated that the Administrative-Executive Meeting minutes would not be voted on.

**Chair Gomez** called for a motion to approve the May 17, 2024 minutes.

**MOTION: Paul David**  
**SECOND: Ed Lopez**  
**ACTION: Unanimous**

2. Discussion and possible action to approve the FY2025 – FY2027 Method of Distribution

William Osborne presented to the Board the Method of Distribution update for Fiscal Years 2025, 2026 and 2027.

**Chair Gomez** called for a motion to approve the FY2025 – FY2027 Method of Distribution.

**MOTION: Paul David**  
**SECOND: David Budd**  
**ACTION: Unanimous**

3. Discussion and possible action to approve Resolution 2024-01 SEAGO's Title VI Plan

Chris Vertrees explained to the Board in response to the requirements of the Federal Highway Administration, Federal Transit Administration and ADOT, SEAGO developed a Title VI plan in July 2011. The FTA has revised its requirements, and now requires a Title VI plan be approved by an agency's governing board.

**Chair Gomez** called for a motion to approve Resolution 2024-01 SEAGO's Title VI Plan.

**MOTION: Arnold Lopez**  
**SECOND: Alex Blake**  
**ACTION: Unanimous**

## V. INFORMATION ITEMS

- A. Future Meeting Dates

Executive Director Keith Dennis referenced the future dates of both the Administrative Council and Executive Board meetings. Mr. Dennis also informed the Board that SEAGO was thinking about making changes to Administrative Councils attendance on Meetings. Mr. Dennis explained that the thought was with the busy schedules of the Administrative Council, their meetings could be held exclusively through Zoom, which would eliminate SEAGO's need to rent out a meeting room at Cochise College. **Supervisor Paul David** expressed the importance of in-person meetings and was concerned what would be lost by

going all online. Mr. Dennis assured the Board that this was still just an idea, and for the Administrative Council only.

B. Quarterly Finance Report

Dina Curtiss provided the Quarterly Finance Report and responded to questions.

C. Community Development Report

William Osborne provided an update on Community Development and responded to questions.

**Vice Mayor Arnold Lopez** asked if he could contact William directly on progress of the Graham County Housing Feasibility study. William assured Mr. Lopez that he could, and made sure he had his correct contact information. **Supervisor Paul David** mentioned that Graham County does have struggles countywide with septic systems. William responded that part of the study will not only identify housing inventory but also address county regulations.

D. SEAGO Economic Development District Report

Robin Dumas provided an update on Economic Development and responded to questions.

**Vice Mayor Arnold Lopez** asked how long Robin would be making REAP presentations with the deadline being September 30<sup>th</sup>. Robin explained that that was a quarterly deadline and that draws or continuous. Mr. Lopez then asked if Robin she would be willing to present to the City of Safford Council. Robin said she is currently working on outreach packets and updates to the website. **Greenlee County PSR Steve Ahmann** commended Robin for the excellent presentation she gave to the Town of Clifton.

E. AAA Area Plan on Aging Updates

Celeste Vasquez provided SEAGO AAA program updates and responded to questions.

**Vice Mayor Arnold Lopez** invited Celeste to come and present in the City of Safford. Celeste responded she would be willing and is always available to get information out on SEAGO's AAA programs. **Supervisor Paul David** asked if the AAA had ever done an economic analysis on care giver versus other alternatives and how much the counties in SEAGO's region would be saving. Celeste answered that AAA has not done a report like that because there are several factors that would make it tough to have accurate reporting.

F. AAA Program Updates

Celeste Vasquez provided SEAGO AAA program updates and responded to questions.

**Supervisor Paul David** noted that while reviewing the packet he saw a significant decline in case load from 961 to 648, and asked if this was a capacity issue. Celeste responded that the biggest factor was that during COVID it was easier to qualify for programs. Ms. Vasquez said that the decline was caused by closing these clients out.

G. Transportation Program Updates

Chis Vertress provided SEAGO Transportation program updates and responded to questions.

H. Strategic Plan Updates

Executive Director Keith Dennis provided SEAGO Strategic Plan updates and responded to questions.

**Supervisor Paul David** commented that financial reporting as become a public concern and it is very important to stay vigilant on this issue. Mr. Dennis praised SEAGO's Financial Manager Dina Curtiss on what a wonderful job she does with the financials of SEAGO.

## **VI. RTAC REPORT**

Kevin Adam provided the RTAC report and responded to questions.

## **VII. STAFF ANNOUNCEMENTS / CURRENT EVENTS**

**Supervisor Ann English** arrived after Member Entities Discussion. Ms. English thanked SEAGO for being such a great partner with the Port of Entry project.

Executive Director Keith Dennis spoke about the Border Day event he attended hosted by the Port Authority. **Chair Gomez** announced that Luis Montoya had left his position on SEAGO's Executive Board and that **Clifton Mayor Laura Dorrell** will be his replacement.

Mr. Dennis thanked the Town of Duncan for hosting the meeting as well as having members of SEAGO's staff at their council meeting to introduce the OHR program that the Town will be using their CDBG funding towards.

## **VIII. FUTURE AGENDA ITEMS**

Executive Director Keith Dennis informed the Board of a few items that will possibly be on the next agenda. Mr. Dennis stated these items will be updates to SEAGO's Human Resources Policy, SEAGO's Bylaws, procurement policies and the Executive Director evaluation.

## **IX. ADJOURNMENT**

**Chair Gomez** adjourned the meeting at 11:14 a.m.