

**LOCAL BOARD MEETING - MINUTES**  
**Emergency Food and Shelter Program**

**PUBLIC NOTICE**  
**Tuesday, March 8, 2022, 3:00 p.m.**

NOTICE IS HEREBY GIVEN THAT THE EMERGENCY FOOD & SHELTER LOCAL BOARD WILL HOLD A MEETING ON TUESDAY, MARCH 8, 2022 AT 3:00 P.M. DUE TO COVID-19, REMOTE ATTENDANCE IS REQUIRED. CALL 602-609-7513 OR 888-680-6714, CONFERENCE ID 288 316 696#

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**Minutes**

Supervisor Peggy Judd called the meeting to order at 3:06 pm.

LRO Attendance:

Andy Enriquez, Verhelst House; Jodie Wight, Catholic Community Services (SV Domestic Crisis); St. Vincent de Paul (Sierra Vista); Nancie Ames, St. Vincent de Paul (Douglas); Jodie Wight, Catholic Community Services (House of Hope); Donna Vary, Women's Transition Project; Najayyah Many Horses, Community Food Pantry of Benson; Kathleen Keryan, St. Vincent de Paul (Bisbee); Edie Kincaid, Sunsites Bread Basket; Geri Roberts, Willcox Community Food Pantry; John Vaughn, Douglas ARC; Deanna Bellinger, HOPE Inc.; Supervisor Peggy Judd, Cochise County Local Board; Daniel Duchon, Cochise County EFSP contact.

**ITEM 1**

CALL TO THE PUBLIC

The Call to the Public was opened; no one chose to speak, and the Call to the Public was closed.

**ITEM 2**

APPROVE THE MEETING MINUTES FOR August 6, 2021.

Mr. Marinez moved to approve the minutes as presented. Ms. Keryan seconded the motion and it passed unanimously.

**ITEM 3**

UPDATES TO ROSTER/CONTACT INFORMATION AND ELECTION OF BOARD MEMBERS TO THE LOCAL ESFP BOARD

No updates.

**ITEM 4**

ELECTION OF THE CHAIRMAN

Ms. Ames moved to elect Ms. Judd as Chairman. Mr. Vaughn seconded the motion and it passed unanimously.

**ITEM 5**

CONSIDERATION OF REQUESTS, IF ANY, TO ADD LRO(s) FOR PHASE 39

No new LROs requested to join.

**ITEM 6**

CONSIDERATION OF REQUESTS, IF ANY, TO ADD LRO(s) FOR PHASE ARPA-R

No new LROs requested to join.

**ITEM 7**

REVIEW/DISCUSS PROPOSED AWARD AMOUNTS FOR PHASE 39

Mr. Duchon presented the proposed award amounts, discussed categories, percentages, and caseload changes for Phase 39.

**ITEM 8**

REVIEW/DISCUSS PROPOSED AWARD AMOUNTS FOR PHASE ARPA-R

Mr. Duchon presented the proposed award amounts, discussed categories, percentages, and caseload changes for Phase ARPA-R.

**ITEM 9**

DISCUSSION AND POSSIBLE WAIVER OF ADMINISTRATIVE ALLOWANCE FOR PHASE 39

Mr. Marinez moved to waive the administrative costs for Phase 39. Ms. Many Horses seconded the motion and it passed unanimously.

**ITEM 10**

DISCUSSION AND POSSIBLE WAIVER OF ADMINISTRATIVE ALLOWANCE FOR PHASE ARPA-R

Ms. Ames moved to waive the administrative costs for Phase ARPA-R. Ms. Many Horses seconded the motion and it passed unanimously.

**ITEM 11**

AWARD ALLOCATION TO LROs FOR PHASE 39

Ms. Ames moved to approve the allocations as proposed for Phase 39. Ms. Marinez seconded the motion and it passed unanimously.

**ITEM 12**

AWARD ALLOCATION TO LROs FOR PHASE ARPA-R

Mr. Marinez moved to approve the allocations as proposed for Phase ARPA-R. Mr. McCaa seconded the motion and it passed unanimously.

**ITEM 13**

REVIEW KEY DATES FOR PHASE 39 and PHASE ARPA-R (Board Plan due March 11, 2022)

Mr. Duchon reviewed the key dates for Phase 39 and Phase ARPA-R.

**ITEM 14**

SELECT END DATE FOR SPENDING PERIOD FOR PHASE 39 and PHASE ARPA-R (STAFF  
RECOMMENDATION: April 23, 2023)

Mr. Marinez moved to select end spending date of April 23, 2023, for Phase 39 and Phase ARPA-R. Ms. Ames seconded the motion and it passed unanimously.

**Adjournment:**

Mr. Marinez moved to adjourn. Mr. McCaa seconded the motion and it passed unanimously. Meeting adjourned at 3:36 pm.