

SOUTHEASTERN ARIZONA COMMUNITY ACTION PROGRAM, INC.
TELECONFERENCE
TUESDAY MAY 10, 2022 AT 10:AM-10:30AM
MEETING MINUTES

I. CALL TO ORDER: (JENNY HOWARD-1MIN)

A. PRESIDENT

Meeting called to order at 10:11AM by Mrs. Jenny Howard.

II. ATTENDANCE AND ESTABLISH QUORUM: (MONICA VALADEZ-5MIN)

A. ROLL CALL- SECRETARY

Attendance called by Ms. Monica Valadez, Administrative Assistant of SEACAP.

PRIMARY MEMBERS PRESENT:

Shirley Ross, Cochise County, Low-Income
Nancilee Hill Waits, Greenlee County, Low-Income
Jenny Howard, Graham County, Private
Paul David, Graham County, Public
Maritza Cervantes, Santa Cruz County, Public
Norma Lucero, Santa Cruz County, Private

PRIMARY MEMBERS ABSENT:

Linda Valenzuela, Santa Cruz County, Low-Income
Peggy Judd, Cochise County, Public

ALTERNATE MEMBERS ABSENT:

Raymond Hidalgo, Santa Cruz County, Private
Gina Grove, Greenlee County, Low-Income

SEACAP STAFF PRESENT:

Yvette Ramirez, Executive Director
Diana Merino, Fiscal/Contract Manager
Monica Valadez, Administrative Assistant

III. DECLARATION OF CONFLICT OF INTEREST: (JENNY HOWARD-3MIN.)

- A. Board Members and staff will declare a conflict of interest. The declaration of a conflict of interest must be made prior to discussion of any agenda item in which a Board Member or staff member determines they have a conflict of interest.

None declared at this time.

IV. CALL TO THE PUBLIC: (JENNY HOWARD-3MIN.)

None verbalized at this time.

V. AUDITORS' PROPOSALS; (JENNY HOWARD - 15MIN.)

A. DISCUSSION/APPROVAL OF PROPOSAL BID (ACTION)

Mrs. Howard gives overview of the Executive Board Discussion with the Auditors' proposals. One of the main factors that determined the board's choice was the overall price of the proposals. Heinfield Meech was seen to charge hourly for extra services where Colby & Powell bulk the price together.

Discussion among board ensues.

Mrs. Nancilee Hill Waits Motions to Accept Colby & Powell CPA Audit Proposal as it is written.

Mrs. Maritza Cervantes Seconds the Motion.

All in Favor.

VI. ADJOURNMENT

Motion to adjourn meeting by Mrs. Shirley Ross.

Mrs. Cervantes Seconds the Motion.

Meeting adjourned at 10:20AM.

****An Executive Session may be called to address legal and/or personnel issues. If you will not be able to attend the meeting, you may participate, via conference call, by calling the number listed below:**

Conference Call Telephone Number: 1-877-885-3221 Participant Passcode: 9629550