

**SOUTHEASTERN ARIZONA COMMUNITY ACTION PROGRAM, INC.  
TELECONFERENCE**

**September 30, 2020 Teleconference**

**9:30 A.M. –10:30 A.M.**

**BOARD MEETING MINUTES**

**I. CALL TO ORDER: (Shirley Ross- 5 Min.)**  
President

Mrs. Ross calls meeting to order at 09:34AM.

**II. IDENTIFICATION OF BOARD MEMBERS: (Monica Valadez - 5 Min.)**  
Roll Call – Secretary

**PRIMARY MEMBERS PRESENT:**

Shirley Ross, Cochise County, Low-Income  
Jenny Howard, Graham County, Private  
Gwen Calhoun, Cochise County, Public  
Paul David, Graham County, Public  
Nancilee Hill Waits, Greenlee County, Low-Income  
Haiden LaFoy, Greenlee County, Public  
Maritza Cervantes, Santa Cruz County, Public

**ALTERNATE MEMBERS PRESENT:**

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

**BOARD MEMBERS NOT PRESENT:**

Elnora Baxter, Graham County, Low-Income  
Irlanda Lopez, Santa Cruz County, Low-Income  
Norma Lucero, Santa Cruz, Private

**ALTERNATE BOARD MEMBERS NOT PRESENT:**

Barbara Kennedy, Cochise County, Public

**SEACAP STAFF PRESENT:**

Yvette Ramirez, Executive Director  
Diana Merino, Fiscal Manager  
Gustavo Campillo, WAP Manager  
Virginia Avila, Regional Coordinator, Graham, Greenlee & N. Cochise Counties  
Cecelia Brown, Regional Coordinator, Santa Cruz & S. Cochise Counties  
Monica Valadez, Administrative Assistant

**III. ESTABLISH QUORUM: (Monica Valadez - 5 Min.)**  
Secretary

Ms. Valadez confirms Established Quorum.

**IV. PROGRAM REPORT: (Yvette Ramirez – 40 Min.)**

**A. Community Projects**

**1. Cochise County**

**a. Winchester Heights Health Organization Soccer Field (Action)**

Mrs. Yvette Ramirez explains how the idea to invest in a soccer field for the health and safety of Winchester Heights came about and how the community developed. SEACAP is in the process of getting approval for the soccer field from the Office of Community Services (OCS) from D.C. and Division of Adults and Aging Services (DAAS). SEACAP is waiting to receive some documentation, however have been notified by OCS that after all documentation is received, they may approve this investment. It is approximately \$32,000.00 for the entire project, leaving approximately \$5,000.00 to use in another project in Cochise County. This is the first time CSBG funds will be requested for a recreational space (soccer field) for the health and safety of a community.

Mr. David asks about the sustainability of the field if there is assurance for the upkeep of soccer field.

Mrs. Ramirez formulates the partnership between Nature Sweet and WHHO Board. WHHO is now a 501c3 non-profit organization. She continues to explain how WHHO receives funds to maintain the community center.

Discussion among board members with Mrs. Ramirez.

Mrs. Gwen Calhoun Motions to accept and move forward with the Winchester Heights Health Organization Soccer Field Project.

Mrs. Nancilee Hill Waits Seconds the Motion.

All in favor. Motion passed.

**2. Santa Cruz County**

**a. Boys & Girls Club Supplies and Equipment/ Electrical Upgrades (Action)**

Mrs. Ramirez goes on to explain the Santa Cruz County projects.

Mrs. Cecilia Brown explains the situation and the reason for electrical upgrades.

Mrs. Ramirez states that we did have success with a family changing their home to all electric. Since then other families have come forward asking if this same upgrade is available for others in the small neighborhood.

Mrs. Ramirez talks about the Girls and Boys Club and their needs.

Mrs. Maritza Cervantes asks since SEACAP is able to purchase laptops, the Santa Cruz Superintendent's office was looking for a partnership with someone to purchase laptops for students who didn't receive one and are in distance learning during COVID-19.

Mrs. Ramirez states that the laptops cannot be bought and used for just one individual. OCS asks that we make sure (whatever community project we invest in) is available to all of the community.

Mrs. Cervantes asks if there is any way to have the laptops used as loaners.

Mrs. Ramirez responds if there is a ledger showing them being used and returned, this may be possible. Another project could be to assist the neighborhood, the Boys & Girls Club and have laptops for Arizona at Work as loaners for the community.

Mrs. Cervantes agrees.

Mrs. Cervantes Motions for approval and moving forward with the Santa Cruz County Boys & Girls Club Supplies, Equipment and Electrical Upgrades for the neighborhood discussed.

Mr. Raymond Hidalgo Seconds the Motion.

All in Favor. Motion passed.

### 3. Graham County Discussion

#### a. (Action)

Discussion among Mrs. Ramirez, Mrs. Jenny Howard and Mr. Paul David for extending the time for the information to be presented to the SEACAP Board.

Mr. David asks for clarification for fund guidelines.

Mrs. Ramirez answers questions.

Graham County Discussion **TABLED** for November 12, 2020.

### 4. Greenlee County Discussion

#### a. (Action)

Mrs. Ramirez asks Mrs. Waits and Mrs. Haiden LaFoy about project ideas.

Mrs. Waits asks if there is any way to use funds as direct vouchers for clients in need of car repair that is job-related.

Mrs. Ramirez states she will get clarification from OCS and DAAS if they can be used to directly assist families.

Mrs. Waits asks to present information at the next meeting.

Greenlee County Discussion **TABLED** for November 12, 2020.

## V. ADJOURNMENT

Next meeting is scheduled on November 12, 2020 at 10:00 AM. SEACAP will keep the board updated in finding a location for an in-person meeting.

Mrs. Ross adjourns meeting at 10:20 AM.

\*\*\*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