

**SOUTHEASTERN ARIZONA  
COMMUNITY ACTION PROGRAM, INC.  
TELECONFERENCE  
MARCH 21, 2023 10:00 A.M. – 12:30 P.M.  
AGENDA**

**REGULAR MEETING**

- I. CALL TO ORDER: (Jenny Howard- 5 Min.)**  
President
- II. IDENTIFICATION OF BOARD MEMBERS: (Monica Valadez - 5 Min.)**  
Roll Call – Secretary
- III. ESTABLISH QUORUM: (Monica Valadez - 5 Min.)**  
Secretary
- IV. DECLARATION OF CONFLICT OF INTEREST: (Jenny Howard - 5 Min.)**  
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.
- V. CALL TO THE PUBLIC: (Jenny Howard - 5 Min.)**
- VI. SEACAP BOARD UPDATES**
  - A. New Santa Cruz County Public Board Members**
    1. Irasema Olvera- Primary Board Member (Action)
    2. Juan Balderas – Alternate Board Member (Action)
  - B. Shirley Ross Second Term (March 2023 – March 2026) as Primary Board Member (Action)**
  - C. New Greenlee County Private Board Member**
    1. Monica Aguilar- Primary Board Member (Action)
- VII. CONSENT AGENDA: (Jenny Howard - 5 Min.)**
  - A. Consideration of Approval of Meeting Minutes (Action)**
    1. November 9, 2022
    2. January 19, 2023
- VIII. EXECUTIVE DIRECTORS REPORT: (Yvette Ramirez - 20 Min.)**
  - A. Executive Director Report**
- IX. PROGRAM REPORT: (Yvette Ramirez – 40 Min.)**
  - A. Semi-annual Expenditure Reports (Action)**
  - B. Semi-annual Client Survey Reports (Action)**
  - C. Current Events**
    1. ADOH Home Rehabilitation Program Update
    2. LIHEAP Program Update
    3. WILDFIRE Health Homes Update
    4. WILDFIRE AZ Diaper Bank Update
  - D. Website**

**X. FINANCIAL REPORT: (Diana Merino – 15 Min.)**

- A. Semi-annual Budget Analysis (Action)
- B. Semi-annual Financial Statements (Action)
- C. SFY2023 Budget Updates
- D. One AZ Credit Union Credit Card Updates
  - 1. Cancel Samuel Oscar Credit Card (Action)
  - 2. Issue Alexia Hurtado Credit Card of \$7,500.00 limit (Action)

**XI. BOARD OF DIRECTORS REPORT: (Jenny Howard – 50 Min.)**

- A. Update with Healthy Communities with UA funded by Legacy Foundation (Peggy Judd – 10 Min.)
- B. Outstanding Employee Memorial Award Discussion (Paul David 10 Min.)
- C. Other Available Funding for SEACAP to apply for Discussion (Nancilee Hill Waits – 10 Min)

**XII. NEW BUSINESS:**

**XIII. FUTURE AGENDA ITEMS:**

**XIV. MEETING DATE:**

*Wednesday June 14, 2023 at 10:00 AM located at Benson Center Cochise College 1025 State Route 90 Benson, AZ 85602*

**XV. ADJOURNMENT**

\*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**