

**SOUTHEASTERN ARIZONA  
COMMUNITY ACTION PROGRAM, INC.  
Cochise College Benson Center  
1025 State Route 90 Benson, AZ 85602  
June 14, 2023 10:00 A.M. – 1:00P.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. CONSENT AGENDA: (Jenny Howard - 5 Min.)**
  - A. Consideration of Approval of Meeting Minutes (Action)
    - 1. March 21, 2023 Board Meeting Minutes
- VII. EXECUTIVE DIRECTORS DISCUSSION: (Yvette Ramirez - 20 Min.)**
  - A. Employee Salary Increases (Action)
  - B. SFY24 Budget Update
- VIII. PROGRAM REPORT: (Yvette Ramirez – 40 Min.)**
  - A. Current Events
    - 1. ADOH Home Rehabilitation Program Update
    - 2. LIHEAP Program Update
    - 3. WILDFIRE Health Homes Update
    - 4. WILDFIRE AZ Diaper Bank Update
    - 5. LIWAP Program Update
    - 6. WAP BIL Update
  - B. Website
- IX. FINANCIAL REPORT: (Diana Merino – 15 Min.)**
  - A. One AZ Credit Union Credit Card Updates
- X. BOARD OF DIRECTORS REPORT: (Jenny Howard – 50 Min.)**
- XI. NEW BUSINESS:**

**XII. FUTURE AGENDA ITEMS:**

**XIII. MEETING DATE:**

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

**XIV. 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**