

**SOUTHEASTERN ARIZONA
COMMUNITY ACTION PROGRAM, INC.
TELECONFERENCE
November 19, 2020 9:30 A.M. –12:00 P.M.
AGENDA**

ANNUAL MEETING

- I. CALL TO ORDER: (Shirley Ross - 5 Min.)**
 - A. President
- II. IDENTIFICATION OF BOARD MEMBERS: (Monica Valadez - 5 Min.)**
 - A. Roll Call – Secretary
- III. ESTABLISH QUORUM: (Monica Valadez - 5 Min.)**
 - A. Secretary
- IV. DECLARATION OF CONFLICT OF INTEREST: (Shirley Ross - 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.
- VI. SEATING OF BOARD OF DIRECTORS SFY21 (Shirley Ross - 15 Min.)**

Nancilee Hill Waits, Greenlee County/ Low-Income Primary
Gina Grove, Greenlee County/ Low-Income Alternate
Haiden LaFoy, Greenlee County/ Public Primary
Norma Lucero, Santa Cruz County/ Private Primary
Raymond Hidalgo, Santa Cruz County/Private Alternate
Maritza Cervantes, Santa Cruz County/Public Primary
Irlanda Lopez, Santa Cruz County/ Low-Income Primary
Shirley Ross, Cochise County/ Low-Income Primary
Gwen Calhoun, Cochise County/Public Primary
Barbara Kennedy, Cochise County/ Public-Alternate
Elnora Baxter, Graham County/Low-Income Primary
Jenny Howard, Graham County/Private Primary
Paul David, Graham County/ Public Primary
- VI. ABSENTEE BOARD MEMBERS (Shirley Ross - 10 Min.)**

[SEACAP BYLAWS Article II, Section I, Sub-section 4]

 - A. Irlanda Lopez, Santa Cruz County/ Low-Income Primary
 - a. Last attended meeting February 20, 2020, absent for 4 meetings (Action)
 - B. Barbara Kennedy, Cochise County Public Alternate
 - a. Last attended board meeting February 20, 2020, absent for 4 meetings (Action)
- VI. ELECTION OF OFFICERS SFY21 (Shirley Ross - 15 Min.)**
- VIII. PROGRAM REPORTS SFY20 (Yvette Ramirez - 15 Min)**
 - A. SFY20 Annual Reports (Action)
- IX. FISCAL REPORTS SFY20 (Diana Merino – 15 Min)**
 - A. SFY20 Annual Financial Reports (Action)
- X. ADJOURNMENT**

REGULAR BOARD MEETING

- I. CALL TO ORDER: (Board Chair- 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: (Board Chair - 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: (Board Chair - 5 Min.)**
- VI. CONSENT AGENDA: (Board Chair - 5 Min.)**
 1. Consideration of Approval of Minutes for July 16, 2020. (Action)
 2. Consideration of Approval of Minutes for September 30, 2020. (Action)
- VII. EXECUTIVE DIRECTORS REPORT: (Yvette Ramirez - 20 Min.)**
Executive Director Report
- VIII. PROGRAM REPORT: (Yvette Ramirez – 40 Min.)**
 - A. 1st Quarter Expenditure Reports (Action)
 - B. 1st Quarter Client Survey Reports (Action)
 - C. Current Events
 - D. Website
- IX. FINANCIAL REPORT: (Diana Merino – 30 Min.)**
 - A. 1st Quarter Monthly Budget Analysis (Action)
 - B. 1st Quarter Financial Statements (Action)
- X. BOARD OF DIRECTORS REPORT: (Board Chair – 65 Min.)**
 - A. Graham County CSBG Community Project Presentation (Jenny Howard & Paul David) (Action)
 - B. Greenlee County CSBG Community Project Presentation (Nancilee Waits & Haiden LaFoy) (Action)
 - C. What is the success rate for self-sufficiency at SEACAP? (Gwen wanted presentation)
 - D. COVID-19 Long-lasting effect of SEACAP service areas discussion (Nancilee wanted presentation)
 - E. ADOH Reconstruction Project discussion (Shirley wanted to talk about this)
 - F. SFY 2021 Board Retreat Discussion (Do they even want to go somewhere or discuss something special?)
- XI. NEW BUSINESS:**
- XII. FUTURE AGENDA ITEMS:**
- XIII. MEETING DATE: *Thursday February 11, 2021***
- 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