

EXECUTIVE DIRECTOR'S REPORT – NOVEMBER 2021

September 7, 2021 – SEACAP staff participated in the Labor Day Fair in Willcox, hosted by the Willcox Police Department. Information about our services and agency were distributed to approximately 300 people who attended the fair. Staff provided games and activities to the children in attendance and also gave out 200 candy bags.

September 17, 2021 – Participated in the quarterly Wildfire Board meeting. This meeting is for all of the Community Action Program Directors to gather information, nationwide, about all programs currently available or will be available to assist low income families in our communities. Wildfire is the State Community Action Association for Arizona.

September 28, 2021 - Participated in an all agency staff meeting in Safford. Updated staff on the upcoming agency audits by the Arizona Department of Housing for the weatherization program and Wildfire for the utility repair program and utility assistance programs. Discussion on the upcoming community service projects for SEACAP was held. SEACAP will be presenting an energy savings presentation, with costumes, to the San Cayetano Elementary school for Halloween, participating in the Safford Christmas Light Parade and providing bicycles to 80 students, Pre-Kindergarten thru 3rd grade, at the Solomon Elementary school for Christmas.

September 30, 2021 – Executive Director participated in the Community Action Agency Executive Director's Advisory Committee meeting. Items discussed included: 1) Tenant Advocacy; 2) Arizona Department of Health Services Programs; 3) Low Income Home Water Assistance Program update; 4) ID.me State System for Applications; 5) Staff & Compassion Fatigue/Burn Out; 6) CAA's Future Role & DES and 7) Wildfire Conference in 2022.

October 7, 2021 – Executive Director and staff participated in the 1st Volunteer Income Tax Assistance Site Coordinator training in preparation for the 2021 tax season.

October 20, 2021 – Executive Director participated in the CAA Directors/DAAS Staff meeting in which the following was discussed: 1) New LIHEAP Coordinator Position; 2) Low Income Home Water Assistance Program; 3) Program Updates.

October 21, 2021 - Executive Director and staff participated in the 2nd Volunteer Income Tax Assistance Site Coordinator training in preparation for the 2021 tax season.

October 26, 2021 – All agency staff traveled to Nogales to participate in SEACAP's Energy Savings Presentation to the children at San Cayetano Elementary School in Rio Rico. The Nogales International printed an article about our presentation with pictures of staff in Halloween costumes. Each child was given a treat bag which also included an energy efficiency kit to take home to the parents.

October 27, 2021 – Executive Director participated in the CAPS Standing Workgroup meeting in which CSBG Reporting was discussed in great detail. Reporting discussed included SFY2021 CSBG Annual Report, SFY2021 Organizational Standards, SFY2021 Community Action Program National Performance Indicators and SFY2022 CAP Plan.

October 28, 2021 – Executive Director participated in CAPLAW's Webinar in which they provided Community Action Agencies with recently issued resources and discussed how these resources can help our agency. Some of the resources included: 1) CAPLAW's new resource library; 2) Board Training videos; 3) CSBG Questions/Answers on Eligibility + Pandemic Supplement; 4) Do's and Don'ts of Workplace COVID-19 Vaccinations; 5) Weatherproofing CAA Bylaws; 6) Template Board Meeting Minutes and Resolutions.