

**SOUTHEASTERN ARIZONA COMMUNITY ACTION PROGRAM  
SPECIAL TELEPHONIC BOARD MEETING  
April 24<sup>th</sup>, 2017 9:30-10:00.**

**I. CALL TO ORDER:**

**A. President**

Board President, Mr. Skeete called the meeting to order at 8:32 A.M.

**II. IDENTIFICATION OF BOARD MEMBERS:**

**A. Roll Call – Secretary**

**BOARD MEMBERS PRESENT:**

Shirley Ross, Cochise County/Low Income  
Craig Smith, Graham County/Private  
Horatio Skeete, Graham County/Public  
Gina Grove, Greenlee County/Low Income  
Amanda Rivero, Santa Cruz County/Private  
Gwen Calhoun, Cochise County/ Public

**BOARD MEMBERS ALTERNATES PRESENT:**

Yvonne Pearson, Greenlee County/Public  
Nancilee Waits, Greenlee County/ Low Income  
Norma Lucero, Santa Cruz County/Private

**BOARD MEMBERS NOT PRESENT:**

Roland Knox, Cochise County/ Private  
Steve Rutherford, Greenlee County/ Public  
Donamaria Mckenzie, Santa Cruz County/Low Income  
Mauricio Chavez, Santa Cruz County/ Public

**BOARD MEMBERS ALTERNATES NOT PRESENT:**

Julie Rodriguez, Graham County/Public  
Juanita Gonzalez, Santa Cruz County/Low Income

**STAFF PRESENT:**

Librado M. Ramirez, Executive Director  
Diana Merino, Fiscal Contract Manager  
Alexia Hurtado, Secretary

**II. ESTABLISH QUORUM:**

- A.** Each present board member stated their name, county and position and a quorum was established.

**IV. DECLARATION OF CONFLICT OF INTEREST:**

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.

None was declared.

**V. APPROVAL OF AUDITOR (I.D.A.):**

Mrs. Merino presents staff's recommendation of Colby & Powell to be the Auditors for the next five years. She explains that Colby & Powell have been our auditors in past and they have always been helpful. She also explains that Colby & Powell would be more economical.

Mrs. Calhoun asks how long they have been our auditor and if having them for so long still complies with industry standards?

Mr. Skeete states they've been with us for 6 years, but as long as it's not the same person doing the audit we are still complying.

Mrs. Pearson asks what are the differences between the two auditors?

Mrs. Merino explains everything looks to be about the same, with the exception that Colby & Powell would be less expensive.

Mrs. Rivero Motions to Accept the recommendation of Colby & Powell.

Mrs. Grove Seconds.

Motion Passes Unanimously.

Mr. Skeete would like to record that the award letter will notify the auditors to rotate annually. The same person will not be doing the audit every year keeping SEACAP in compliance with the industry standards.

**VI. ADJOURNMENT:**

Meeting Adjourned at 8:42 A.M.

\*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