



Tier II Advisory Board Orientation

Tuesday, June 10, 2025 | 1:00–4:00PM

Mid-Valley Performing Arts Center, Centennial Room
2525 Taylorsville Blvd. Taylorsville, UT 84129

In-Person Meeting

AGENDA

- I. Call to Order, Welcome & Introductions: Chair Patti Hobfoll 1:00**
 - a. Introductions: New ZAP Staff and Advisory Board Members
 - b. Member Activity: If you started a nonprofit organization, what would it be?
- II. Public Comment Period – Chair Hobfoll 1:10**
 - a. The ZAP Advisory Boards will accept public comments regarding ZAP business in the following formats:
 - i. Written comments may be submitted to the ZAP Advisory Board Liaison, Dustyn Burt, via email (dburt@slco.org) no later than two hours prior to the meeting start time on the day of the meeting.
 - ii. Verbal comments of two minutes or less will be accepted in person at all ZAP Advisory Board meetings.
- III. Agenda Overview: Samantha Thermos, Program Director 1:12**
 - a. Agenda, Materials & Breakout Session Logistics
- IV. Action Item: Approve Advisory Board 10.8.24 Meeting Minutes – Chair Hobfoll 1:15**
- V. Utah Open & Public Meetings Act Training 1:20**
 - a. Craig Wangsgard, Senior Deputy District Attorney
- VI. ZAP Program & Arts & Culture Division 1:30**
 - a. Impact Program: Kelsey Moon, Impact Program Manager
 - b. ZAP Program: Cody Goetz, ZAP Grants and Communications Coordinator
- VII. Board Orientation: Samantha & Cody 1:45**
 - a. ZAP 101: Inception, Mission, Focus Areas, Countywide Policy 1031
 - b. Grantees: Eligibility, Grantmaking Cycle, Available Funding and App Stats
 - c. Advisory Board: Member Guide, Responsibilities & Expectations
 - i. Public Meetings
 1. Agendas, Minutes, Support Materials, Recordings
 - ii. All Day Review
 1. Agenda, Practices & Preferences
 - a. Meetings: Quorum & Virtual Platforms: WebEx
 - b. Facilitator Agenda
 2. Coming to Decision-making Consensus
 - a. Straw polls, Motions, Hearsay/Opinions
 - b. Directing Staff for Follow Up Mtg – Already Scheduled
 - c. Scenario Building, Research Reqs, Clarification Outreach
- VIII. Break 2:30**

IX. Tier II Board Application Review Process: Cody

2:40

- a. Lead Reviewer Assignments
 - i. Pre-Reviews
 1. Summer Discipline Subcommittee Poll
 - ii. Scoring Criteria, Reviews, Previous Reviews & Questions
 - iii. Lead Reviewers' SWOT, Score Entry Dashboard
 - iv. Grant Management Platform Demonstration, Scoring Examples & Tools

X. Adjourn

4:00

Materials

- Meeting Agenda
- Previous Meeting Minutes (2024)
- Board Roster w/ Bios, Contact Info & Chair/VChair
- Board Manual & Accompanying Power Point Presentation
- Applicant Data Dashboard
- Tier II Summer Discipline Subcommittee Scheduling Poll
- Open and Public Meetings Act Training Reference

Important Dates

June 17, 12-1PM: Building a Consistent Social Media Presence – Virtual Workshop

July 29: In-Person Workshop – Details TBD

August 28, 9-4PM: Tier II All-Day Review (MVPAC)

Meeting also available through Cisco Webex: 1:00-4:00PM: [LINK](#)

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Samantha Mary Thermos at 385-468-7057 or sthermos@slco.org.