



## **Tier I + Zoological 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 Johann Jacobs 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 Jacobs 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 Ellis, 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 I + Zoological Board Application Review Process: Samantha** **2:40**
- a. Lead Reviewer Assignments
    - i. Pre-Reviews
      - 1. TI+Z Reviewer Assignments & Site Visits – 3.5 months
    - ii. Scoring Criteria, Reviews, Previous Reviews & Questions
    - iii. Lead Reviewers' SWOT, Score Entry Dashboard, Site Visit Qs
  - b. 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
- TI+Z Lead Reviewer Assignments & Applicant Contact Info
- 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 I + Zoological All-Day Review (MVPAC)

Meeting also available through Cisco Webex: 1:00-2:30PM: [LINK](#) | 2:30-4PM: [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](mailto:sthermos@slco.org).