SALT LAKE COUNTY REGIONAL DEVELOPMENT

MINUTES

CAC Citizen Advisory Committee

January 14, 2026, | Salt Lake County Government Center, 2001 South State Street, North Building, Rm N3-600

12:00 – 2:00 pm

| *Meeting called to order by* Dan Tisdale

In Attendance

Committee Members: Pat Holmes, Audrey Evans, J. Todd Richards, Turner Bitton, Candy Tippetts

Online Committee Members: Rex Marler, Jacob Lawson, Tom Christiansen

Excused: Antonio Valbuena, Mike Anderson

Staff: Dan Tisdale, Tallie Viteri, Jennifer Jimenez, Derick Davis, Smita Patel, Tanya Birks

Guests:

1. Call Meeting to Order and introductions - Dan Tisdale

- Dan verified a quorum and started the meeting at 12:10. He also had everyone introduce themselves to the group.

2. Administrative Overview – Dan Tisdale

- **Overview of RFA and County Priorities**
    - Tallie presented a PowerPoint to the committee on the RFA and program priorities.
- **Review Standard Operating Procedures**
    - Tallie presented a PowerPoint on the SOP for the new program.
- **Intro to Apps and OneDrive navigation**
    - Dan explained the application breakdown and how to navigate the OneDrive system.
- **Scoring Criteria**
    - Tallie and Dan explained the scoring criteria. The scoring criteria are like those from last year.
- **Review changes from the previous year**
    - Tallie explained that the funding is less than last year. The application breakdowns are 33 for Services, 14 for Rehab Projects, and 3 for New Development.
- **Review admin paperwork**

- Dan explained the 2026 meeting schedule and the process by which the applications will be reviewed. He also had the committee members fill out the conflict-of-interest forms and asked that they be returned by January 16.

- **Determine potential conflicts of interest/recusals**
  - The committee determined they have no conflicts or need to recuse themselves at this time.

3. Open Meetings Training – Melanie Mitchell DA

- District Attorney Melanie Mitchell presented the Open and Public Meetings Act to the committee and staff.

4. Elect new Chair/Vice Chair – Jacob Lawson/Staff

- **Elect new Chair/Vice-Chair**
  - Jacob motioned to have Candy chair the committee for the 2026 year. Turner seconded the motion. All in favor, none opposed. Motion passed. Candy motioned to have Todd be the vice-chair for the 2026 year. Turner seconded the motion. All in favor, none opposed. Motion passed. Candy will be the chair, and Todd will be the vice-chair for 2026.
- **Discuss Strategy for review (subcommittees, etc.)**
  - The committee discussed the strategy for the application review cycle. The committee decided to break down the applications into different groups and have the committee members focus on specific categories.
- **Discuss/confirm meeting schedule.**
  - The committee discussed the upcoming year and decided to hold the meetings on Wednesdays from 1-3 pm through the application review cycle.

5. Next Meeting Details – Dan Tisdale

- The next meeting will be on January 21st from 1-3 pm. N3-600 Jordan River.

6. Adjourn – Committee

- The meeting was adjourned at 1:37.

Committee member breakdown for application review:

- Project Narrative – Pat and Audrey
- Innovation – Tom and Antonio
- Leverage/Budget/Contingencies – Todd
- Background/Experience/Federal Funding – Candy
- Coordination with Consolidated Plan – Mike and Rex
- Income and Population Targeting/Project Size – Turner and Jacob