Tier I + Zoological Advisory Board

Funding Recommendations Finalization

November 17, 2025 | 11:00AM – 11:30AM

Mid-Valley Performing Arts Center

Revised Final Approved Minutes

Attendance

Board Members: Chair Johann Jacobs (in-person), Vice Chair Peter Klinge (in-person), Lynette Wendel (in-person), Heidi Prokop (virtual), Andrea Hansen (virtual), Amanda Mulia (virtual), Noemi Hernandez-Balcazar (virtual)

Staff: Samantha Thermos (in-person) Kelsey M. Ellis (in-person), Dustyn Burt (in-person) Robin Chalhoub (virtual) Community Services Dept Director, Matt Castillio (in-person) A&C Division Director,

Agenda

I. Welcome & Call Meeting to Order – Johann Jacobs, Chair 11:00

- Mr. Jacobs welcomed the group at 11:05 am and asked Ms. Thermos to address the main questions for the meeting today.
  - Provided further background on the ZAP historical practice.
- Mr. Castillio shared historical data and numbers.
- Mr. Jacobs continued with the process and the updates.

II. Public Comment Period – Chair Jacobs 11:05

- No public comments.

III. **ACTION ITEM: Approval of 9.25.25 Revised Meeting Minutes** – Chair Jacobs 11:10

- Ms. Thermos discussed the minimal revisions to the meeting minutes. Ms. Thermos highlighted the detailed edits made by staff and from Advisory Board.
  - All edits were within the applicant feedback via the board members, not within the meeting structure or format.
    - **Mr. Klinge motioned to approve the meeting minutes as revised; Ms. Prokop seconded. There were none opposed. Motion passed unanimously.**

IV. **ACTION ITEM: Approval of 10.17.25 Meeting Minutes** – Chair Jacobs 11:15

- These minutes are from the interview meeting with the four grantee applicants requested.
- Ms. Thermos went over the meeting minutes with the updates to technical issues.

    - **Ms. Wendel motioned to approve the meeting minutes as presented with the grammatical updates; Mr. Klinge seconded. There were none opposed. Motion passed unanimously.**

V. Deliberations & Score Tabulations – Advisory Board 11:20

- Ms. Thermos discussed the response to the UAA loan payment from the previous discussions and the questions the board members had regarding this financial point. This information will be on their financials next year.
- Ms. Thermos presented chart of "Existing Grantee Ranking".
    - Mr. Klinge asked a clarification question about the failures of the financial health test previously.
- Ms. Wendel asked the advisory board to double-check all the scores for NHMU. This came as a surprise to Ms. Wendel. Resolved system scoring issue to reflect accurate score of NHMU.
    - Ms. Thermos said the warning letter discussion, as the next point, will help with this discussion. Ms. Thermos displayed the letter for the meeting and went over the language and the guidance of this letter.
    - Two letters
        - Formal warning letter – the lowest scores
        - Caution letter – the next series of low scores for a proactive approach
    - Both Mr. Jacobs and Mr. Klinge discussed the positive aspects of these letters to supply transparency to the grantees.
        - Asked what they need to vote on
        - Ms. Thermos let them know what is needed to vote on, whether they wish to keep their previous vote from the Oct 17th meeting, where they approved 21 organizations, or if they would like to vote and adjust those approved.
            - Ms. Thermos discussed the process of the 90-day follow-up with those who receive the warnings
- Mr. Castillio - It does not need to be decided who meets with them in the future. Typically, we try to keep a certain level of separation between board members and grantees for the administration support. Trying to keep a clear separation.
- The vote is for the funding of the 22 existing grantees to be approved for 2027 funding recommendations.

VI. **ACTION ITEM: Approval of Final Funding Recommendations** 11:25

- **Ms. Hernandez-Balcazar motioned to approve the revision vote of the 2027 funding recommendations; Mr. Klinge seconded. There were none opposed. Motion passed unanimously.**

VII. Adjourn – Chair Jacobs 11:30

- Mr. Klinge motioned to adjourn at 11:34 am. Recording stopped.