

# MINUTES

## EXECUTIVE COMMITTEE MEETING February 9, 2011 Kanab, Utah

### MEMBERS IN ATTENDANCE

Commissioner Chad Johnson, Chair  
Commissioner Clare Ramsay  
Commissioner Dale Brinkerhoff  
Commissioner Douglas Heaton  
Commissioner Denny Drake

### REPRESENTING

Beaver County Commissioner Representative  
Garfield County Commissioner Representative  
Iron County Commissioner Representative  
Kane County Commissioner Representative  
Washington County Commissioner Representative

### OTHERS IN ATTENDANCE

Mayor Jerry Taylor  
Kenneth Sizemore  
Diane Lamoreaux

Escalante City  
Five County Association of Governments  
Five County Association of Governments

## I. WELCOME AND APPROVAL OF AUGUST 11, 2010 AND SEPTEMBER 14, 2010 MINUTES

Commissioner Chad Johnson called the meeting to order and welcomed those in attendance. It was noted that a quorum was present for the conduct of business. He entertained a motion to approve minutes of the August 11, 2010 and September 14, 2010 meetings.

**MOTION WAS MADE BY COMMISSIONER DOUG HEATON, SECONDED BY COMMISSIONER CLARE RAMSAY, TO APPROVE MINUTES OF THE AUGUST 11, 2010 AND SEPTEMBER 13, 2010 MEETINGS AS PRESENTED. MOTION CARRIED UNANIMOUSLY.**

## II. MID-YEAR BUDGET REVISIONS

Mr. Ken Sizemore explained that each year a new budget is adopted for the fiscal year beginning July 1 through June 30. This budget is approved based on assumed revenues that will be received during the year. Mid year in the budget it is necessary for the Executive Committee to consider and adopt revisions. A packet of information was mailed previous to today's meeting for review which included specific cost centers that require attention. He reviewed proposed budget revisions as follows: **1) HOME Rehabilitation Program--** Increase of \$16,000 in revenue for program administration of projects that have been approved. This pays the salary and fringe of Scott Leavitt, the newest staff member, who administers this program; **2) Special Contracts--** This cost center consists of numerous contracts for projects that may not have on-going funding across the fiscal years or that do not require a separate cost center. Increased funding of \$6,004 was received for the Alternatives program which helps fund case management services to keep aging clients stable in their homes. Funding for the Ombudsman program increased \$2,396 and an additional \$17,623 in revenue was received for the Respite program. This is another

aging program that provides case management services to qualified individuals to provide support needed to remain in their homes. Volunteer Income Tax Assistance (VITA) funding was decreased \$4,000 from the amount budgeted in June. The Senior Medicare Patrol program revenue increased \$11,000. This program is made available in senior citizen centers to assist with questions about the Medicare program. The Senior Health Insurance Information Program (SHIIP) revenue increased \$19,844 and is also provided via volunteers at the senior citizen centers. The Emergency Food and Shelter program that assists in stocking food pantries revenue increased \$38,000. The American Recovery and Reinvestment Act (ARRA) funds for the Community Services Block Grant program increased \$25,690. This funding is passed on to various providers throughout the region. Finally, additional funds in the amount of \$18,000 were injected into the Emergency Food Network. The bottom of the sheet provides a listing of contracts providing additional revenue. Commissioner Dale Brinkerhoff asked what the line item Welcome Center includes. Mr. Sizemore explained that funding is passed through the AOG to a private contractor, Maxine Stringham, who operates the Welcome Center. The majority of these funds are to pay part time employees who work at the Welcome Center, but Five County AOG does keep \$1,000 for administration. The Welcome Center is temporarily located in the Dixie Center. There is considerable debate about where a new facility will be sited. Options that have been under consideration include SITLA land off of Exit 2, property adjacent to the Port-of-Entry and negotiations are currently under way with Washington County and St. George City to possibly locate a new Welcome Center adjacent to the Dixie Center;

**3) Weatherization--** An additional \$40,000 in revenue was injected into the LIHEAP-Energy Crisis program. This covers costs associated with services provided to individuals who do not qualify for HEAT assistance but still need help. The weatherization crews provide these repairs as appropriate;

**4) Retired and Senior Volunteer Program--** Major adjustments have been made to this program shifting funds from one category to another to cover salaries and other items. One reason for these adjustments was that Linda Sappington had assumed revenues that were not in place and Jane Quist of the State Senior Corps Office requested shifting of funds. Worker's compensation is paid for regular employees and senior volunteers are covered under a federal policy while serving as a volunteer;

**5) Volunteer Center of Iron County--** A decrease of \$2,000 in revenue occurred because Cedar City decreased their local participation;

**6) Volunteer Center of Washington County--** This cost center revenue increased \$18,794 because of donations received from The Utah Volunteer Commission (\$2,500); First American Credit Union (\$2,000), Daniels Foundation (\$8,000), and Town & Country Bank (\$2,500). These are all organization donations that are reflected in the budget. The Daniels Foundation contributed a total of \$30,000 but some of those funds are being spread to other cost centers. The coordinator position has been eliminated and that role will be filled by Carol as well;

**7) Foster Grandparent Program--** This new revenue (\$16,749) is part of the Daniels Foundation donation;

**8) Transportation Planning--** Minor revisions have been made in this budget to cover equipment costs associated with replacing a computer that crashed and shifting additional funds into telephone costs. Local participation listed as revenue is provided from member cities. Washington County provides in-kind match which includes a large amount of assistance with GIS mapping. Funds included under consultant services are used to conduct a multitude of different studies throughout the year in the urbanized area. Most of these funds are going towards revising the transportation modeling, switching from the QRSII model to the CUBE model. Engineering firms are also paid to conduct feasibility analysis for the various interchanges along the freeway and a number of other items;

**9) ARRA-Weatherization--** A separate cost center was established for stimulus

funds injected into the Weatherization program. This program will operate through March 2012 at which time funding will end. An additional \$326,296 in revenue has been injected into the program which reflects that work is progressing at a fast enough pace to allow the expenditure of additional funds. The weatherization crew is based out of Cedar City and now includes 17 employees. A number of these employees have construction backgrounds and some have already left for other construction jobs that have opened up in the area. It is anticipated that between now and March 2012 other employees may accept other employment. In this case, Doug has determined that he will not backfill those positions as employees leave; **10) Senior Companion Program--** Additional funding in the amount of about \$28,000 has been added to this cost center. These funds are from the Daniels Foundation donation and a donation from America First Credit Union. He explained that Foster Grandparent, Senior Companion and RSVP are three of the Senior Corps programs. The Foster Grandparent program is geared towards seniors that go into schools to help with literacy. The Senior Companions are seniors who volunteer to go out and help other seniors with their needs. RSVP consists of retired senior volunteers who go out into a multitude of community activities throughout the region. The RSVP program is on a five year cycle, and this year the AOG will be invited to compete for renewal of a program in southwestern Utah. It was pointed out that background checks are only provided for the Senior Companion program to make sure that individuals volunteering to go into the homes of seniors do not have dubious backgrounds. Stipends are paid to each Senior Companion based on the number of hours of service documented through use of a time sheet; and **11) St. George Down Payment Assistance Program--** The Association of Governments contracts with St. George City to administer their DPA program. These are St. George City CDBG program funds allocated to provide this assistance to income eligible clients. Because a couple of loans were repaid to the City, funding to this contract was increased.

Commissioner Johnson entertained a motion to approve FY 2010 budget revisions.

**MOTION WAS MADE BY COMMISSIONER CLARE RAMSAY, SECONDED BY COMMISSIONER DENNY DRAKE, TO APPROVE FY 2010 BUDGET REVISIONS AS PRESENTED. MOTION CARRIED UNANIMOUSLY.**

Meeting adjourned at 12:55 p.m.