

MINUTES

**FIVE COUNTY ASSOCIATION OF GOVERNMENTS
STEERING COMMITTEE MEETING
August 10, 2016 - 2:00 p.m.
Garfield County Courthouse, Upstairs Conference Room
55 South Main Street, Panguitch, Utah**

MEMBERS IN ATTENDANCE

Commissioner Mike Dalton, Chair
Carolyn White
Commissioner Leland Pollock for
Commissioner Dell LeFevre
Mayor Jerry Taylor
Commissioner Dale Brinkerhoff
Becki Bronson
Commissioner Jim Matson
Commissioner Victor Iverson
Mayor John Bramall
LaRene Cox
Frank Lojko

REPRESENTING

Beaver County Commissioner Representative
Beaver County Schools Representative
Garfield County Commissioner Representative

Garfield County Mayor Representative
Iron County Commissioner Representative
Iron County Schools Representative
Kane County Commissioner Representative
Washington Co. Commissioner Representative
Washington Co. Mayor Representative
Washington Co. Schools Representative
Dixie State University

OTHERS IN ATTENDANCE

Henrie Walton
Jake Hardman
Bette Arial
Courtney Brinkerhoff
Adam Snow
David Busk
Bryan Thiriot
Nathan Wiberg
Clint Cottam

Dixie State University
Governor's Office of Economic Development
Senator Lee's Office
Senator Hatch's Office
Congressman Stewart's Office
Department of Workforce Services
Five County Association of Governments
Five County Association of Governments
Five County Association of Governments

MEMBERS NOT IN ATTENDANCE

Mayor Nolan Davis
Ken Platt
Mayor Connie Robinson
Mayor Robert Houston
Wendy Allan
Donna Law

Beaver County Mayor Representative
Garfield County Schools Representative
Iron County Mayor Representative
Kane County Mayor Representative
Kane County Schools Representative
Southern Utah University

Commissioner Mike Dalton, Chair, welcomed everyone in attendance. Mayor Robert Houston, Kane County Mayor Representative asked to be excused.

Commissioner Jim Matson led the group in the pledge of allegiance.

I. MINUTES JUNE 8, 2016 - REVIEW AND APPROVE

Commissioner Mike Dalton, Chair, indicated that a quorum was present to conduct business and presented minutes of the June 8, 2016 meeting for discussion and consideration of approval.

MOTION WAS MADE BY COMMISSIONER JIM MATSON, SECONDED BY COMMISSIONER DALE BRINKERHOFF, TO APPROVE MINUTES OF THE JUNE 8, 2016 MEETING AS PRESENTED. MOTION CARRIED BY UNANIMOUS VOTE.

II. FINANCE COMMITTEE RATIFICATIONS - AUGUST 10, 2016

Commissioner Mike Dalton reported that the Finance Committee accepted the Weatherization program monitoring report as read, but not necessarily the performance. As per recommendation of Mr. Bryan Thiriot, a pay for performance step increase was approved for Nathan Wiberg, the new community planner at Five County. Commissioner Dalton entertained a motion to ratify Finance Committee actions.

MOTION WAS MADE BY COMMISSIONER VICTOR IVERSON, SECONDED BY COMMISSIONER JIM MATSON, TO RATIFY FINANCE COMMITTEE ACTIONS AS PRESENTED. MOTION CARRIED BY UNANIMOUS VOTE.

III. COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM - FY 2017 RATING AND RANKING CRITERIA APPROVAL

Mr. Nathan Wiberg explained that the state of Utah requires each region to have a rating and ranking process. The criteria is adopted on an annual basis by the Steering Committee prior to the How-to-Apply workshops. The State CDBG Policy Committee requires eight criteria and the remaining items are determined by each region. The majority of items contained in the rating and ranking criteria are the same as those utilized last year. The system seems to work very well with little need for modification. Jurisdictions were provided the opportunity to comment, but no input was provided. He noted that grantees who have an existing CDBG contract that is not 50% spent down are not eligible to make application during that funding cycle. However, housing rehabilitation projects are exempt from this requirement. This assists in making sure that projects are mature and able to move forward. AOGs are permitted to set aside funding for program administration, consolidated plan planning, rating and ranking, economic development technical assistance related to the RLF program, and housing planning activities. Pre-approved funding for FY 2017 includes \$90,000 to the Five County Association of Governments to perform duties associated with the abovementioned items. There were no multi-year funded projects approved in FY 2016. He reported that after the meeting packets were mailed out the state of Utah staff asked that one item be added to the FY 2017 Rating and Ranking Criteria. Copies of this addition under General Policies, item #19, were provided as a handout to committee members. This item addresses the allocation of unallocated funding once prioritized projects have been fully funded and the remaining balance would not fully fund the next project. Remaining funds would first be allocated to a multi-year project to prepay a portion of the second year allocation. If there are no multi-year projects, the balance will be divided evenly amongst all construction projects and those grantees will be directed to place that amount in their budget as "construction contingency". Commissioner Mike Dalton questioned if the remaining funds could be allocated on a prorated basis to construction

projects because cost overruns with a large project would be more likely than with a smaller project. Mr. Wiberg responded that the language was developed by Mr. Gary Zabriskie with the assistance of state CDBG staff.

MOTION WAS MADE BY MS. CAROLYN WHITE, SECONDED BY MS. LARENE COX, TO APPROVE THE FY 2017 CDBG RATING AND RANKING CRITERIA AS PRESENTED, WITH THE EXCEPTION OF #19 IN THE GENERAL POLICIES. REMAINING FUNDS ARE TO BE ALLOCATED ON A PRORATED BASIS TO CONSTRUCTION PROJECTS UNLESS THIS IS NOT ALLOWED BY THE STATE. MOTION CARRIED BY UNANIMOUS VOTE.

IV. HUMAN SERVICES COUNCIL

A. SOCIAL SERVICES BLOCK GRANT (SSBG) FY 2017 FUNDING ALLOCATION

Mr. Clint Cottam reported that Social Services Block Grant FY 2017 allocations were approved by the Human Services Council at the May 11, 2016 meeting based on a performance initiative and funding formula that is approved by the Human Services Council. The Human Services Council is comprised of one-third elected officials, one-third community representatives from non-profit organizations and businesses and one-third low-income representatives. A copy of the allocation is included on page 23 of the Steering Committee packet. Mr. Cottam noted that the funding requests submitted by food pantries were not fully funded because there are a number of other state and local funding sources that support pantry operations. A good discussion also addressed the request made by TURN Community Services and the fact the CSBG funds would more appropriately address this organization. In addition, there was a request for \$4,000 made by the Five County Association of Governments to support the senior corps programs. These include the Foster Grandparent program which provides tutoring in schools, and the senior companion program which provides in-home services to seniors. This was tentatively approved pending discussion by commissioners, but staff is uncertain as to whether this funding is available for use at this point. This amount can be approved by the Steering Committee to be utilized in support of the senior corps programs or merely left in the budget for redistribution to subcontractors or intergenerational poverty support with direct client services. The total allocation is \$72,080.

MOTION WAS MADE BY MAYOR JOHN BRAMALL, SECONDED BY COMMISSIONER VICTOR IVERSON, TO APPROVE THE HUMAN SERVICES COUNCIL FUNDING RECOMMENDATIONS FOR FY 2017 SOCIAL SERVICES BLOCK GRANT PROGRAM FUNDING AS PRESENTED. MOTION CARRIED BY UNANIMOUS VOTE.

B. COMMUNITY SERVICES BLOCK GRANT (CSBG) FY 2017 FUNDING ALLOCATION

Mr. Clint Cottam referenced information contained on page 22 of the packet outlining the Human Services Council recommendation for allocation of CSBG FY

2017 funding allocations. There was a slight increase in funding for this program for a total allocation of \$312,000. Because of past budget issues, some fund allocations have been placed back into general obligations to alleviate the need for contract amendments. This also included funding to support the Hurricane Food pantry. It was noted that a portion of funds (\$12,100) have been set aside for emergency discretionary response funding for client use or disaster response use only. This funding is also available to work with some of the more difficult homeless clients. If funds are spent for this purpose, an outcome report will be provided to the Human Services Council. The emergency discretionary funds will be tracked very specifically. It was proposed that these funds assist in addressing damages to rental units in order to keep the units available for homeless clients. Commissioner Victor Iverson reported that Hurricane City is paying the power bill for the Hurricane Food Pantry and the landlord has provided a reduction on rent at the current location. The pantry operation was previously under the Dixie Care and Share, which is no longer operating as a nonprofit organization. Funding to support the Hurricane Food Pantry for the time being is listed under the Five County Association of Governments. Mr. Cottam explained that once the operation is stabilized, efforts will be made to shift the operations to another nonprofit organization to allow for decisions at the local level. However, Five County staff provides assistance to all of the food pantries throughout the Five County region. He also noted that a new logo titled Hurricane Valley Food Pantry is being designed for use at the pantry site.

MOTION WAS MADE BY COMMISSIONER VICTOR IVERSON, SECONDED BY MAYOR JOHN BRAMALL, TO APPROVE THE COMMUNITY SERVICES BLOCK GRANT FY 2017 FUNDING ALLOCATION RECOMMENDATION OF THE HUMAN SERVICES COUNCIL AS PRESENTED. MOTION CARRIED BY UNANIMOUS VOTE.

C. COMMUNITY NEEDS ASSESSMENT

Mr. Clint Cottam thanked everyone for assistance provided in distributing surveys for the community needs assessment. Feedback from rural communities has been good. Information provided in the survey shows an interlink between housing and transportation as being the highest unmet needs. Staff is in the process of analyzing what is being done and why, as well as looking at outputs in terms of services. This information will be incorporated into a Community Action Plan that will direct staff efforts over the next three year period based on the needs assessment. It is important for the Human Services Council to make sure that services offered also include communication and cooperation with other agencies. Bringing partners together and creating efficiencies is very important as well. A copy of the needs assessment document will be made available in the near future.

V. MEALS ON WHEELS VEHICLES PROPOSAL

Mr. Bryan Thiriot reported that this was a topic of discussion at the June meeting where additional information was requested. The Five County Council on Aging has a one-time funding amount of \$160,000 in federal and state funds available in FY 2017 for allocation. A summary of discussion between the county aging coordinators and Ms. Carrie Schonlaw

is included in the meeting packet on pages 24-26. Information on page 24 includes a proposal for allocation of these funds. Four counties made a request for vehicles which includes a match amount of \$13,000 per vehicle. Iron County reported that they do not need an additional vehicle at this time. Based on current reported mileage and usage for the current MOW inventory, it was determined that Washington County had the highest need. Therefore it is proposed that Washington County receive funding for the 5th vehicle for which they would provide the required match amount. In addition, if additional funding becomes available either this year or next, priority would go to Garfield, Kane and then Washington County in that order; unless another county has a significant change resulting in them moving higher up on the priority of need. Commissioner Dale Brinkerhoff requested that Iron County be included on the list for future funding that may become available. It was explained that the major need of counties is to have four wheel drive trucks added to their fleet. It was also noted that Beaver County will coordinate with Washington County for the possible purchase of a meals-on-wheels vehicle. Commissioner Mike Dalton indicated that the Washington County Aging Coordinator declined this option. A question was asked regarding the number of meals that are provided to clients on a region-wide basis. Members asked for this data to be provided at a future meeting. Drivers deliver one meal per day to individual client homes. Commissioners also indicated that this provides a good opportunity for a welfare check of elderly clients.

MOTION WAS MADE BY MAYOR JOHN BRAMALL, SECONDED BY COMMISSIONER JIM MATSON, TO APPROVE THE ALLOCATION OF \$160,000 FOR MEALS-ON-WHEELS VEHICLES AS PER THE PROPOSAL PRESENTED. MOTION CARRIED BY UNANIMOUS VOTE.

VI. STATE AGENCY UPDATES

Mr. David Busk, Department of Workforce Services, reported that Stephen Lisonbee has been promoted to the position of Division Director for the Workforce Development Division. Mr. Busk has stepped into the position of Service Area Director over the Southwest and Central area. Lis Laboto has assumed the position of Operational Manager for all of the Employment Centers in the southwest area.

Mr. Jake Hardman, Governor's Office of Economic Development, reported that some changes have also been made to his position in terms of the area covered. This will provide more opportunity to spend additional time in counties. Those entities making application for Business Expansion and Retention (BEAR) contracts were asked to shoot for the moon based on the amount of funding anticipated, but in reality only about one-half of what was anticipated has been allocated. Entities will be asked to pare down their contract amounts. Funds for this program are derived from the Industrial Assistance Fund which has not been replenished by the Legislature for the past three years. Other programs are also funded out of this fund and this limits the amount available for the BEAR program. Funding for Fast Track grants is stable at this time because there is a larger percentage of funding available from the Industrial Assistance Fund for this purpose. It is important to Rural Utah that this fund be replenished. Mr. Hardman has been working with economic development directors in the area to encourage more applications for Fast Track grants. He also provided a flyer announcing Utah Outdoor Recreation Regional Summits that will be held in Ogden, Cedar City and Moab. The summit in Cedar City is scheduled for September 14, 2016. Registration information is included on the handout. The summit

will include keynote speakers as well as interactive breakout sessions to provide ideas on how to promote and improve outdoor recreation. Infrastructure grant applications for outdoor recreation projects are due tomorrow.

VII. SOUTHERN UTAH UNIVERSITY AND DIXIE STATE UNIVERSITY UPDATES

Mr. Frank Lojki, Dixie State University, reported that there has been some reorganization at DSU as well. He introduced Mr. Henrie Walton who has assumed the position of Director of Government Relations. He reported that enrollment is up at DSU. The new student housing will provide space for 350 students to live in the luxury residence hall, and students will be moving in next week. The remodel of the Smith Computer facility has been completed. DSU will now be pushing for funding for their Human Performance building. This is a \$50 million dollar project that still needs some additional funding. The city and county have participated and students have raised \$4 million dollars toward the project. This will include a partnership with the University of Utah for a physicians assistant program. It is hoped that this will be expanded to include physical therapy and occupational therapy. Peter Guitar has been hired to fill the position of Vice President of Student Affairs. Mike Olson has moved into academics. The objective for Mr. Lojko and Mr. Walton is to institute policy and funding. This will include more exposure at city and county meetings. Mr. Walton provided a brief review of the Institute for Politics and efforts to broaden economic development planning in the area. Staff will be working toward very robust community engagement in terms of economic development planning. A new Institute of Politics was approved at Dixie State University. This will provide opportunity for a number of student internships. DSU is currently working on getting a bachelor degree for Political Science and other health sciences and tech programs. Mr. Frank Lojko mentioned that DSU also has a Co-Op where students can be hired to work with cities and counties. There is also a large group of student volunteers that can assist with projects that can be utilized through the Career Center.

VIII. CONGRESSIONAL STAFF UPDATES

Ms. Bette Arial, Senator Lee's office, reported that Senator Lee recently hosted a Senatorial Natural Resource Committee Field Hearing in Blanding. This was a very interesting hearing where the entire town's citizenry attended to voice their opposition to designation of the proposed Bears Ears National Monument. Staff is working diligently to lessen the blow because it is felt that the monument designation will take place. SITLA has land involved in the proposed area of designation and the ultimate goal is that this land will be traded for superior land that will help schools. Secretary Sally Jewell has provided a wish list which includes changes in language, but co-management of the monument is included in the proposal. It is likely that five national monuments will be designated by President Obama, one of which includes the third monument on the Arizona Strip. It is important for counties, particularly Garfield County, to provide document things that have occurred with designation of the Grand Staircase National Monument. Commissioner Leland Pollock mentioned that there were 145 students enrolled in school in Escalante in 1996 compared to 55 this year grades 7 through 12. Ms. Arial indicated that the focus will be outlining all negative impacts of the monument designation including schools, livelihood, vandalism, etc. It was also noted that 65% of all available coal in the state of Utah is locked up inside of the Grand Staircase National Monument. Members indicated that the future of Uranium has also been locked up with these designations. Senator Lee would like to see the government declare a state of economic disaster to allow FEMA funding to be brought into the area to make

these counties whole. This includes a huge amount of land that would be set aside and limited from any economic development. Mayor John Bramall noted that placing cattle on rangeland is a better option as opposed to the large amounts of money that are being spent on fire suppression efforts.

Ms. Courtney Brinkerhoff, Senator Hatch's office, reported that the senator is working on a bill titled "The Separation of Powers Restoration Act". This bill passed through the House of Representatives with a vote of 240 to 171. All of the Utah delegation supported this legislation which deals with the federal regulatory process. She read from a statement regarding the legislation and what it would clarify. This is a good step in reining in the powers that agencies have today in government. Another exciting event was the unveiling of the F-35 fighter jets at Hill Air Force Base.

Mr. Adam Snow, Congressman Stewart's office, reported that the Interior bill has passed out of the House of Representatives and is awaiting the President's signature. It is felt that there is a good chance that he will sign this legislation. Other items in the bill include Sage Grouse, prohibit designation of any new monument in counties where there is opposition, the transfer of wild horses to state and local agencies under the determination as work animals and/or transfer of animals to tribal governments, prohibits the time limit on coal moratorium, full funding for PILT, and fire suppression utilizing more effective uses through grazing.

IX. LOCAL AFFAIRS

A. CORRESPONDENCE

Mr. Bryan Thiriot read from correspondence contained on page 27 of the meeting packet regarding the Gardner Policy Institute at the University of Utah being charged with creating the official demographic and economic forecasts for the state of Utah, including statewide, county and small area. This process has officially moved over to the University of Utah. It was noted that Dr. Michael Clay, Director of the Urban and Regional Planning Program at Brigham Young University will also assist in the development of small area forecasts throughout the state. The project team will be contacting Associations of Government, Metropolitan Planning Organization and Rural Planning Organization staff to collaborate on data for the land use inventory and will visit AOG meetings periodically for in-person meetings.

B. OUT-OF-STATE TRAVEL

Mr. Bryan Thiriot indicated that the out-of-state travel requests included on page 28 of the packet has already taken place with permission of the Chairman. This travel was in conjunction with the Economic Development Administration and satisfies EDA requirements for Five County. The conference included a required peer review along with other economic development districts throughout the western states. Information was also provided in regard to new contact persons at EDA.

MOTION WAS MADE BY COMMISSIONER JIM MATSON, SECONDED BY MAYOR JOHN BRAMALL, TO APPROVE THE OUT-OF-STATE TRAVEL FOR BRYAN THIRIOT AS APPROVED BY THE CHAIRMAN. MOTION CARRIED BY UNANIMOUS VOTE.

C. REVOLVING LOAN FUND BOARD REAPPOINTMENTS

Commissioner Mike Dalton referenced correspondence on page 30 of the packet. Mr. Gary Zabriskie is recommending reappointment of Mr. Kris Braunberger, CPA with HintonBurdick in St. George, and Mr. Shaun Warby, CPA with Warby & Johnson CPAs, in Cedar City to the Revolving Loan Fund Board. It is proposed that an additional two year term for these individuals be approved.

MOTION WAS MADE BY COMMISSIONER JIM MATSON, SECONDED BY MAYOR JOHN BRAMALL, TO APPROVE RE-APPOINTMENT OF MR. KRIS BRAUNBERGER AND MR. SHAUN WARBY TO THE REVOLVING LOAN FUND BOARD FOR AN ADDITIONAL TWO YEAR TERM. MOTION CARRIED BY UNANIMOUS VOTE.

D. AREAWIDE CLEARINGHOUSE REVIEWS

Chairman Mike Dalton referenced the A-95 review contained on page 31 of the packet. State Trust Lands Administration is proposing installation of a 40-foot high communication tower and a small earth-toned color prefabricated radio equipment shelter to be located in Washington County on the Hurricane Mesa. Washington County was contacted and stated that they fully support this tower project and the enhanced coverage it will provide for first responders.

MOTION WAS MADE BY COMMISSIONER JIM MATSON, SECONDED BY COMMISSIONER VICTOR IVERSON, TO RECOMMEND APPROVAL OF THE AREAWIDE CLEARINGHOUSE REVIEW AS PRESENTED. MOTION CARRIED BY UNANIMOUS VOTE.

E. OTHER BUSINESS

Mr. Bryan Thiriot reported that members of the Steering Committee also serve on the Economic Development District (EDD) which ties to EDA. The region also has an advisory committee which is tied to the EDD. A meeting is scheduled for Monday, August 15, 2016 in St. George at the Washington County Water Conservancy District office. Those participating in this meeting include Diane Browning, Senator Hatch's office and Lecia Langston, Department of Workforce Services who will talk about the region and its overall economy. An invitation for Steering Committee members to attend this meeting is being extended. County Economic Development Directors have also been invited to participate. Items addressed by this advisory committee will ultimately be presented to the Steering Committee for any necessary approval.

The next meeting is scheduled for October 12, 2016 in Cedar City at the Heritage Center.

Being no further business, the meeting adjourned at 3:00 p.m.