MINUTES

STEERING COMMITTEE MEETING
August 8, 2012
Panguitch, Utah

MEMBERS IN ATTENDANCE	REPRESENTING
Commissioner Clare Ramsay, Chair	Garfield County Commissioner Representative
Mayor Jerry Taylor, Vice-Chair	Garfield County Mayor Representative
Ken Platt	Garfield County Schools Representative
Commissioner Chad Johnson	Beaver County Commissioner Representative
Carolyn White	Beaver County Schools Representative
Commissioner Dale Brinkerhoff	Iron County Commissioner Representative
Alan Adams	Iron County Schools Representative
Commissioner Douglas Heaton	Kane County Commissioner Representative
Mayor Nina Laycook	Kane County Mayor Representative

OTHERS IN ATTENDANCE	
Ellen Schunk	Senator Lee's Office
Mike Empey	Congressman Matheson's Office
Dell Smith	Congressman Chaffetz's Office
Evan Curtis	Governor's Office of Planning and Budget
Jan Thompson	Department of Workforce Services
Ken Sizemore	Five County Association of Governments
Sherri Dial	Five County Association of Governments
Diane Lamoreaux	Five County Association of Governments

MEMBERS NOT IN ATTENDANCE	
Mayor Mark Yardley	Beaver County Mayor Representative
Mayor Connie Robinson	Iron County Mayor Representative
Wendy Allan	Kane County Schools Representative
Commissioner Denny Drake, Excused	Washington Co. Commissioner Representative
Mayor Darrin LeFevre, Excused	Washington County Mayor Representative
LuAnne Forrest, Excused	Washington County Schools Representative
Dorian Page, Excused	Southern Utah University
Frank Lojko, Excused	Dixie State College of Utah

Commissioner Clare Ramsay, Chair, welcomed everyone in attendance. Those asking to be excused include Commissioner Denny Drake, Washington County Commissioner Representative; Mayor Darrin LeFevre, Washington County Mayor Representative; LuAnne Forrest, Washington County Schools Representative; Dorian Page, Southern Utah University and Frank Lojko, Dixie State College.

He indicated that a quorum was present for conduct of business.

I. MINUTES OF JUNE 13, 2012 - REVIEW & APPROVE

Commissioner Ramsay presented minutes of the June 13, 2012 Steering Committee meeting for Board discussion and consideration.

MOTION WAS MADE BY MS. CAROLYN WHITE, SECONDED BY COMMISSIONER DOUGLAS HEATON, TO APPROVE MINUTES OF THE JUNE 13, 2012 MEETING AS PRESENTED. MOTION CARRIED BY UNANIMOUS VOTE.

II. COMMUNITY ACTION PROGRAM (CAP) REVIEW

Ms. Sherri Dial provided a brief overview of the community action programs provided at the Association of Governments and summarized their goal to assist in lifting individuals out of poverty. A packet of information was provided that contains more detailed information on all of the programs provided through the Five County Community Action Program. Various types of services are provided to help people become more self sufficient through partnerships with agencies such as emergency food pantries, Department of Workforce Services, etc. Over $650,000 in federal and state contracts are utilized in the Five County area to support programs in the area. Staff is managing the work load with less money and reduced staffing levels. Over the past year, staff was able to capture a piece of funding that was going to be pulled back to the state level. This funding has been utilized to assist low income and homeless individuals with rental assistance. Volunteer Income Tax Assistance (VITA) is provided in each of the five counties to help people receive tax refunds. Dixie College and Southern Utah University both operate sites for volunteer tax assistance. Volunteers must certify with the Internal Revenue Service (IRS) to work in the VITA program. A lot of assistance is provided to the local food pantries and homeless shelters. In addition, staff is working on a special homeless project which will be addressed later on the agenda. The Five County CAP administers nine specific grants, all with separate rules and regulations. There are many success stories of individuals that have become self sufficient through gainful employment and stable housing. Commissioner Douglas Heaton commented that it is good that individuals are working towards becoming self reliant. A large piece of this has to be acquiring skills for employment, budgeting, etc. It was mentioned that some individuals have a level of comfort in allowing others to take care of them. Ms. Dial indicated that many people have to be shown the path to work their way out of poverty.

III. HUMAN SERVICES COUNCIL - COMMUNITY SERVICES BLOCK GRANT (CSBG) & SOCIAL SERVICES BLOCK GRANT (SSBG) ALLOCATION RECOMMENDATIONS

Ms. Sherri Dial referenced information contained on page 13 and 14 of the packet containing Human Services Council funding allocation recommendations for FY 2013 CSBG and SSBG funding. The tables also depict funding that was provided in FY 2011 and 2012. Human Services Council recommendations for CSBG funds are contained on page 13 of the packet to include: **1) Beaver County Food Network--** $15,000; **2) Garfield County Food Network--** $15,000; **3) Iron County Care & Share--** $21,000; **4) Kane County Care & Share--** $15,000; **5) Iron County Adult Education--** $4,088; **6) Millcreek High School--** $9,000; **7) New Frontiers for Families--** $18,000; **8) Southwest High School--** $9,000; and **9) Canyon Creek Women's Crisis Center--** $8,500. Several of the agencies receiving funding last year did not apply for funding this year. Total funds allocated for FY 2013 are the same as the previous year FY 2012 total allocation. Funding recommended for allocation to the Five County CAP is broken out into individual categories at the top of the table to total $154,520. Additional funding has been provided for direct client services, indirect costs, board meeting expenses, and dues & membership fees. Additional funds are also allocated to equipment for the purchase of new computers that

will be utilized primarily for the VITA program. Staff is recommending ratification of Human Services Council funding recommendations for CSBG.

MOTION WAS MADE BY MR. KEN PLATT, SECONDED BY MR. ALAN ADAMS, TO RATIFY HUMAN SERVICES COUNCIL RECOMMENDATIONS FOR FY 2013 COMMUNITY SERVICES BLOCK GRANT (CSBG) FUNDING. MOTION CARRIED.

Ms. Dial referred to page 14 of the packet containing Human Services Council funding recommendations for the Social Services Block Grant (SSBG) program for FY 2013. This funding is somewhat flexible and is mainly utilized to cover transportation expenses. Funds are recommended for allocation as follows: **1) Garfield County Council on Aging (COA)--** $9,000; **2) Iron County COA--** $9,000; **3) Kane County COA--** $9,000; **4) Washington County COA--** $9,000; **5) New Frontiers for Families--** $8,502; **6) TURN Community--** $7,600; **7) Five County AOG--** $6,400; and **8) Five County CAP Client Services--** $16,000. It was noted that the Beaver County COA did not submit an application for funding consideration. The total FY 2013 funding to SSBG is slightly lower than the FY 2012 allocation total. It was noted that Jane Lewis will be working to seek other sources of funding to help support transportation needs in the Five County region. Funding provided to TURN assists handicapped individuals with transportation needs, especially in areas where there is no public transportation available.

MOTION WAS MADE BY COMMISSIONER DALE BRINKERHOFF TO RATIFY HUMAN SERVICES COUNCIL RECOMMENDATIONS FOR FY 2013 SOCIAL SERVICES BLOCK GRANT (SSBG) FUNDING AS PRESENTED. MOTION WAS SECONDED BY MS. CAROLYN WHITE AND CARRIED BY UNANIMOUS VOTE.

IV. REGIONAL SUPPORTIVE HOUSING UPDATE

Mr. Ken Sizemore referenced information on page 15 of the packet containing a summary of the regional supportive housing project. Volunteer Center and Five County CAP staff received Board authorization at an earlier Board meeting to pursue funding for a regional housing project. Funding was obtained from the Department of Workforce Services to provide temporary rental assistance to income qualified clients. These funds have provided assistance to 39 families for short term (up to three months) rental assistance. Another 75 individuals have received case management assistance to be able to negotiate with their landlords, how to save and reduce housing costs. This program has been very successful in stabilizing homeless families. Staff is currently working on a new housing project that will provide 95 units of transitional housing in St. George. The City of St. George has identified a parcel of land which they own, preliminary drawings have been provided and pledges of $5.5 million in funding have been received. Approximately $2 million in additional funds will be required to fully fund the project. The goal is to have the facility debt free when construction is completed. Questions still remain as to what entity will operate and manage the facility. One option would be to have The Friends of the Volunteer Center, which is a non-profit 501C3 organization, operate and manage the facility. Another option would be to utilize the Color Country Resource Conservation and Development (RC&D) organization's non-profit 501C3 status. A number of the pledges for funding are on hold and could be lost if questions cannot be answered in a timely fashion. It was noted that the St. George Housing Authority is undergoing some significant administrative changes and is not in the position to take on this project. The Olene Walker Housing Loan Fund has

pledged $600,000 towards the facility, but the bulk of donations are from other private sources. There are still many hurdles to overcome, but the project is moving forward. It is very important that all of the funding be in place prior to construction. This property will not have neighbor problems because of the location and it is within bus and walking distance of many essential services such as the Department of Workforce Services. Families moving into the facility will be charged rent on a sliding scale. This will allow these families to work on building good credit and eventually provide the opportunity to move into other housing out in the community. The ideal situation will be to move people out of the facility as they stabilize. However, there will be a few people that because of mental health or handicap issues may remain housed in the facility. It is hoped that the rent charged will cover the cost of staffing and operational expenses. Another piece of this proposal is to have a law enforcement presence at the facility. Prisoners released from Purgatory have an 85% recidivism rate and also have a hard time securing housing in the community. Through mentoring these individuals to become law abiding citizens, it is hoped that the recidivism rate will decrease. There will be 24-hour on site management at the facility that will hopefully discourage any illegal drug problems.

V. CENTRAL UTAH FOSTER GRANDPARENT PROGRAM

Mr. Sizemore referenced information contained on page 16 of the packet outlining a proposal for expansion of the Foster Grandparent Program into Carbon, Emery, Grand, San Juan and Tooele counties. This is one of the Senior Corps programs sponsored by the Corporation for National and Community Service. Participants are income-qualified seniors who provide literacy assistance in public schools. Volunteers are screened and undergo a background check. They receive a small stipend and travel reimbursement for their service. The Five County AOG Foster Grandparent Program works with 26 participants in this region. Similar programs are operated throughout the state in various locations. The current sponsor of the program covering counties in central and southeastern Utah has relinquished their contract. The Utah State Office of the Corporation for National and Community Services is encouraging Five County to take on administration of the program because our agency already administers a successful and vibrant Foster Grandparent program. Southeast Utah AOG has explored the possibility of applying for the grant, but felt that they were not ready to undertake administration of the program at this time. There are 40 volunteers in place who currently participate in the program in this area. Carol Hollowell has analyzed the program and feels that staff can undertake addition of this program with the addition of one full-time coordinator based in northern San Juan County. She has completed all of the necessary paperwork to be able to apply for this grant. The grant application is for $187,025, plus a $20,000 cash and in-kind match. Mr. Sizemore noted that match funds have been committed by city governments in this geographical area and no funds will be provided from the Five County AOG. However, an administration fee will be collected by the AOG. Commissioner Dale Brinkerhoff questioned why San Juan County or the Southeast AOG could not administer the grant. Mr. Sizemore explained that it would be problematic for the county to administer and the Southeast AOG has not administered Senior Corps programs. Board members also questioned whether a process is in place to relinquish the program to another organization at some point. Mr. Sizemore indicated that the grant is opened up to competition periodically and other 501C3 organizations would have the opportunity to make application. The program contractual term could be anywhere from one to five years. He also noted that funding for this particular program has been on the decline and could continue to follow that trend.

MOTION WAS MADE BY MR. KEN PLATT TO AUTHORIZE FIVE COUNTY AOG STAFF TO PROCEED WITH EXPANSION OF THE FOSTER GRANDPARENT PROGRAM, FOR A PERIOD OF TIME BETWEEN ONE TO FIVE YEARS, AS OUTLINED IN THE CONTRACT. MOTION WAS SECONDED BY MAYOR NINA LAYCOOK. MOTION CARRIED WITH TWO OPPOSED VOTES.

VI. COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM - RATING AND RANKING CRITERIA FY 2013

Ms. Diane Lamoreaux referred to the FY 2013 Rating and Ranking criteria contained on pages 17-30 of the packet. Each year correspondence is sent to jurisdictions in the Five County region soliciting comments and/or suggestions for improving the criteria utilized to rate and rank CDBG applications. No comments or suggested changes were received. AOG staff evaluated the current Rating and Ranking criteria to determine compliance with state mandated items that must be included as well as to ensure that each criteria is performing as intended. Proposed changes were reviewed as follows: **1) Criteria #2, Grant Administration--** Changed wording to 0% CDBG funds; **2) Criteria #5, C & D, Financial Commitment--** Modified percentages for larger communities to be more conducive to reality, but left the point value in place; **3) Criteria # 10, LMI Housing Stock--** Modifications to the amount of points awarded based on the number of units constructed, rehabilitated, or made accessible to LMI households; **4) Criteria #13, Jurisdiction's Property Tax Rate--** Revised percentages to be more reflective of where applicant's tax rates fall; **5) Criteria #14, Jurisdictions LMI Population--** Eliminated use of Census data because every community now has to conduct an LMI survey to determine eligibility for the CDBG program; and **6) General Policies--** Added wording on #16 for policy regarding funding of housing related projects and addition of #17 to address the event of a tie for the last funding position. Because the Big Water sewer bond election failed, additional funding was awarded to the Minersville Town multi-year project to completely fund the project in FY 2012. Pre-approved funding in the amount of $90,000 is included in the general policies for the Five County AOG administration, Consolidated Plan update, housing program delivery and technical assistance. Mr. Sizemore reviewed regional policies contained on page 27 of the packet as follows: 1) LMI housing activities; 2) Community facilities; 3) Public utility infrastructure; 4) Public safety activities; 5) Projects to remove architectural barriers; and 6) Parks and recreation. He indicated that through consultation with AOG Executive Committee members, these policies will remain in place for FY 2013.

Chairman Ramsay entertained a motion to approve the CDBG FY 2013 Rating and Ranking Criteria.

MOTION WAS MADE BY MR. KEN PLATT, SECONDED BY MAYOR JERRY TAYLOR, TO APPROVE THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FY 2013 RATING AND RANKING CRITERIA AS PRESENTED. MOTION CARRIED BY UNANIMOUS VOTE.

VII. FINAL REVOLVING LOAN FUND BOARD APPOINTMENT

Mr. Ken Sizemore referred to the Revolving Loan Fund Board roster contained on page 31 of the packet. The Washington County Attorney has recommended that Eric Clarke, Deputy County Attorney, serve as the representative on this committee. This completes

the slate of board members required to meet requirements outlined in the RLF Plan. It was noted that the duration of this appointment runs as long as the individual remains at the Washington County Attorney's office. It was also pointed out that the majority of Board members reside in Iron and Washington counties. Mr. Sizemore explained that it has been difficult to find individuals that are willing to serve from the outlying counties. Staff is recommending approval of this nomination.

MOTION WAS MADE BY MR. KEN PLATT , SECONDED BY MAYOR JERRY TAYLOR, TO APPROVE THE APPOINTMENT OF ERIC CLARKE TO THE REVOLVING LOAN FUND ADMINISTRATION BOARD. MOTION CARRIED UNANIMOUSLY.

VIII. GOVERNOR'S OFFICE UPDATE

Mr. Evan Curtis, Governor's Office of Planning and Budget, thanked everyone for efforts that have been expended to curb wildfires throughout the state. Many jurisdictions stepped up to enforce fireworks regulations and this really helped.

He reported that there is a lot of misinformation being circulated in regards to the public lands bill passed by the legislature. A map outlining affected public lands was distributed for review. Commissioner Douglas Heaton reported that some television advertising will be aired that will hopefully address misinformation that is being presented. These ads will be vetted through the Governor's office prior to launching. He also explained that the public land bill will protect all valid existing rights which would be turned over to the state of Utah for management. The strategy of HB 148 is for state government to capture 100% from mineral extraction, while managing lands as true multiple use for public benefit. Utah, Colorado and Wyoming have the largest oil reserves in the world and Utah would like the opportunity to expand those resources.

Mr. Curtis announced that the Rural Summit will provide an economic breakout for those interested. The unemployment rate for the state of Utah is at 6% compared to 8.2% nationally and Utah is at the head of the pack in terms of economic recovery.

IX. DEPARTMENT OF WORKFORCE SERVICES (DWS) UPDATE

Ms. Jan Thompson reported that DWS has updated their online applications to better serve customers. This will be a major change for unemployment claimants who will now file claims online rather than over the telephone. HB 155 which requires drug testing for Temporary Assistance for Needy Families (TANF) first time customers became effective August 1st. Part of their employment plan may be treatment. If the customer declined to participate in treatment, they would not be eligible for TANF benefits. Copies of county "snapshots" were provided for informational purposes. Additional county and state demographic information is available on their website at www.jobs.utah.gov. A requirement of rapid rehousing is for clients to meet with an employment counselor and to become employed. The major goal of DWS is to prepare clients to become gainfully employed.

X. SOUTHERN UTAH UNIVERSITY UPDATE

Dorian Page, SUU's representative, asked to be excused because of conflict with the Rural Summit.

XI. DIXIE STATE COLLEGE UPDATE

Mr. Frank Ljoko, Dixie State College, asked to be excused.

XII. CONGRESSIONAL STAFF UPDATES

Commissioner Clare Ramsay acknowledged that Marreen Casper has asked to be excused from today's meeting. Senator Hatch is scheduled to fly into St. George later today and Marreen will be accompanying the Senator to various engagements in the area.

Ms. Ellen Schunk, Senator Lee's Office, reported that Senator Lee is sponsoring the Catastrophic Wildfire Prevention Act of 2012. The major goal of this legislation is to provide better management of forests through various means including grazing and fuel reduction efforts. The Senator has reintroduced the Cap, Cut and Balance Act. He is also closely monitoring the sage grouse, prairie dog and potential listing of the Coral Pink Tiger Beetle. Senator Lee will be in the area at the end of August and will be visiting various counties in the southern part of the state. Commissioner Dale Brinkerhoff announced that the 4d rule is out for public comment until September. He also reported that Iron County authorized DNA testing of the prairie dogs. Prairie dog issues will be a topic of discussion at the Constitutional Defense Council at their August 16th meeting. The prairie dog issues in Iron County have gotten a lot of national attention.

Mr. Mike Empey, Congressman Matheson's Office, reported that congress is currently in recess. Agreement has finally been reached in the House and Senate regarding a transportation bill. The bill does provide a short extension for Secure Rural Schools and Payment in Lieu of Taxes. The Scenic Byways program also remained in place. Congressman Matheson has also signed as a co-sponsor for the Catastrophic Wildfire Prevention Act of 2012. This legislation would expedite the thinning of forests and streamline grazing processes on public lands. The Senate passed the farm bill, but the House left the farm bill unfinished before going on recess. The House did pass the part which relates to disaster relief which may encourage a conference on the bill when members return from recess. Commissioner Dale Brinkerhoff expressed concern regarding the Secretary of Interior's reference to wildland fires in newly published handbooks. This move from the reference of forest fires to wildland fires is very concerning. Mr. Empey indicated that the congressional delegation have sent correspondence to Mr. Salazar outlining their concerns for his attempt to implement wildland policy even though legislation has passed that prohibits such action.

Mr. Dell Smith, Congressman Chaffetz's Office, reported that a large number of wildfires have occurred in their district this summer. Staff has been diligently working with the Federal Emergency Management Agency (FEMA) and various other agencies to coordinate fire fighting efforts. The Congressman is also concerned about the Bush tax cuts that will expire and the differing bills in the House of Representatives and Senate. Another big issue that is looming is the sequestering of $1.2 trillion dollars of federal spending and the fear that catastrophic cuts will be made in the Social Security, Medicare and defense programs. Congressman Chaffetz sponsored the "Y Mountain Bill" to allow the forest service to sell the remaining land to Brigham Young University. The House passed this bill and it is hoped that the Senate can attach it to some other bill to accommodate passage. Another piece of legislation sponsored by the Congressman is HR 848 which deals with federal employees that are not paying income taxes. He reported that there are currently 98,000 federal employees that owe federal taxes.

XIII. LOCAL AFFAIRS

A. CORRESPONDENCE

Mr. Sizemore referenced correspondence received from the Economic Development Administration (EDA) regarding the Peer Evaluation of our organization. The AOG is proud of the remarks and job accomplishments provided through the Economic Development planning grant.

Correspondence is also included from the Bureau of Land Management, Grand Staircase-Escalante National Monument, providing an update on the tourism initiative presented this year. A draft proposal is included that has been approved by the BLM director. This is provided for informational purposes.

B. OUT-OF-STATE TRAVEL

Mr. Sizemore referenced the travel authorization request contained on page 39 of the packet requesting approval for his attendance at the 2012 National Association of Development Organizations (NADO). The conference will be held in Las Vegas, Nevada from October 13-16, 2012. Board members discussed the amount charged for lodging being quite high, but noted that the mileage rate is very reasonable. It was pointed out that staying at the venue where the conference is held is much more convenient. Funds are included in the budget to cover associated costs of the conference.

MOTION WAS MADE BY MS. CAROLYN WHITE, SECONDED BY MAYOR NINA LAYCOOK, TO APPROVE THE OUT-OF-STATE TRAVEL REQUEST FOR KEN SIZEMORE AS PRESENTED. MOTION CARRIED.

C. PERMANENT COMMUNITY IMPACT FUND BOARD (PCIFB) APPLICATIONS

Mr. Sizemore reported that during the last PCIFB meeting three applications from the Five County Region were recommended for funding as follows: **1) Parowan City--** Main Street enhancement project; **2) Escalante City--** Storm drainage study; and **3) Kane County--** Event center in Orderville. The funding meeting will be held in October 2012.

D. PLANNING ASSISTANCE

None.

E. OTHER BUSINESS

Mr. Sizemore reported that Susan Long, HEAT program, lost her husband last month after a somewhat extended illness. Because this is the off season for that particular program, it will allow her more flexibility in making adjustments.

It was noted that Dorian Page, Southern Utah State University, asked for Board consideration to shift the Steering Committee meeting next year to accommodate the Rural Summit that is held annually each August. Mr. Sizemore indicated that

this has been a topic of discussion more than once and the Board has determined that the Steering Committee meeting only conflicts with field trips and workshops which are scheduled prior to the official Rural Summit meetings. Board members suggested that perhaps the meeting could be held in Iron County that month and this would help to resolve the concerns.

MOTION WAS MADE BY MS. CAROLYN WHITE, SECONDED BY COMMISSIONER DOUGLAS HEATON, FOR STAFF TO EXPLORE THE OPTION OF SHIFTING THE STEERING COMMITTEE MEETING TO IRON COUNTY FOR THE MONTH OF AUGUST WHEN NEXT YEAR'S SCHEDULE IS SET. MOTION CARRIED.

XIV. AREAWIDE CLEARINGHOUSE REVIEWS

Mr. Sizemore referenced three reviews contained in the packet and one late arrival for consideration. All reviews are for State Trust Lands Administration projects with supportive staff recommendations.

MOTION WAS MADE BY COMMISSIONER CHAD JOHNSON, SECONDED BY COMMISSIONER DALE BRINKERHOFF, TO ACCEPT STAFF RECOMMENDATIONS FOR A-95 REVIEWS, INCLUDING THE LATE ARRIVAL. MOTION CARRIED.

The next meeting is scheduled for Wednesday, September 19, 2012 in Beaver. This is one week later than the regular meeting schedule to accommodate Utah League of Cities and Town meetings.

MOTION TO ADJOURN WAS MADE BY COMMISSIONER DOUGLAS HEATON, SECONDED BY MAYOR JERRY TAYLOR. MOTION CARRIED.

The meeting adjourned at 2:50 p.m.