

# Five County Association of Governments

1070 West 1600 South, Building B  
St. George, Utah 84770

Fax (435) 673-3540



**SOUTHWEST UTAH**

Post Office Box 1550  
St. George, Utah 84771

Office (435) 673-3548

## **\*\* M E M O R A N D U M \*\***

**TO: ALL STEERING COMMITTEE MEMBERS AND INTERESTED PARTIES**

**FROM: COMMISSIONER CLARE M. RAMSAY, CHAIR**

**DATE: NOVEMBER 7, 2012**

**SUBJECT: STEERING COMMITTEE, WEDNESDAY, NOVEMBER 14, 2012**

THE NEXT MEETING OF THE STEERING COMMITTEE WILL BE HELD ON WEDNESDAY, NOVEMBER 14, 2012, AT THE FIVE COUNTY ASSOCIATION OF GOVERNMENTS OFFICE, LOCATED AT 1070 WEST 1600 SOUTH, BUILDING B, ST. GEORGE, UTAH. **PLEASE JOIN US AT NOON FOR A CATERED LUNCH!!**

MATERIALS ARE ATTACHED TO ASSIST YOU IN PREPARING FOR THIS MEETING. PLEASE REVIEW ALL MATERIALS AND ADDRESS ANY QUESTIONS OR CONCERNS TO THE AOG STAFF, C/O KENNETH L. SIZEMORE. THIS WOULD ALLOW TIME TO RESEARCH YOUR QUESTIONS OR CONCERNS PRIOR TO THE STEERING COMMITTEE MEETING.

WE LOOK FORWARD TO MEETING WITH YOU IN ST. GEORGE ON WEDNESDAY, NOVEMBER 14, 2012.

KLS:DL  
ATTACHMENTS

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**STEERING COMMITTEE MEETING**  
**NOVEMBER 14, 2012**  
**FIVE COUNTY ASSOCIATION OF GOVERNMENTS OFFICE**  
**1070 WEST 1600 SOUTH, BUILDING B**  
**ST. GEORGE, UT - 1:00 P.M.**

**NOTE: PLEASE JOIN US AT NOON FOR A CATERED LUNCH!!**

- I. MINUTES OCTOBER 10, 2012 - REVIEW AND APPROVE
- II. FY 2012 AUDIT REPORT
- III. FY 2013 ANNUAL MEETING SCHEDULE - TENTATIVE
- IV. UTAH GOVERNOR'S RURAL PARTNERSHIP BOARD APPOINTMENT
- V. EMPLOYMENT RELATED PERSONAL ASSISTANT SERVICES (EPAS) PROPOSAL
- VI. RECOGNITION OF OUTGOING BOARD MEMBERS
- VII. DIXIE STATE COLLEGE UPDATE
- VIII. SOUTHERN UTAH UNIVERSITY UPDATE
- IX. GOVERNOR'S OFFICE UPDATE
- X. UTAH DEPARTMENT OF TRANSPORTATION UPDATE
- XI. DEPARTMENT OF WORKFORCE SERVICES UPDATE
- XII. CONGRESSIONAL STAFF UPDATES
- XIII. LOCAL AFFAIRS
  - A. CORRESPONDENCE
  - B. OUT-OF-STATE TRAVEL
  - C. PERMANENT COMMUNITY IMPACT BOARD APPLICATIONS
  - D. PLANNING ASSISTANCE
  - E. OTHER BUSINESS
- XIV. AREAWIDE CLEARINGHOUSE REVIEWS

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify KENNETH SIZEMORE, EXECUTIVE DIRECTOR, FIVE COUNTY ASSOCIATION OF GOVERNMENTS, at 1070 West 1600 South, Building B, St. George, Utah, (435) 673-3548 at least three working days prior to the meeting.

**BEAVER**

**GARFIELD**

**IRON**

**KANE**

**WASHINGTON**

# MINUTES

## STEERING COMMITTEE MEETING

October 10, 2012

Cedar City, Utah

### MEMBERS IN ATTENDANCE

Commissioner Clare Ramsay, Chair  
Kay Englestead for Ken Platt  
Commissioner Chad Johnson  
Carolyn White  
Commissioner Dale Brinkerhoff  
Mayor Connie Robinson  
Alan Adams  
Commissioner Douglas Heaton  
Commissioner Denny Drake  
LuAnne Forrest  
Wes Curtis for Dorian Page

### REPRESENTING

Garfield County Commissioner Representative  
Garfield County Schools Representative  
Beaver County Commissioner Representative  
Beaver County Schools Representative  
Iron County Commissioner Representative  
Iron County Mayor Representative  
Iron County Schools Representative  
Kane County Commissioner Representative  
Washington Co. Commissioner Representative  
Washington County Schools Representative  
Southern Utah University

### OTHERS IN ATTENDANCE

Marreen Casper  
Heidi Eysser  
Mike Empey  
Jan Thompson  
Ken Sizemore  
Lis Barker  
Sherri Dial  
Diane Lamoreaux

Senator Hatch's Office  
Senator Hatch's Office  
Congressman Matheson's Office  
Department of Workforce Services  
Five County Association of Governments  
Five County Association of Governments  
Five County Association of Governments  
Five County Association of Governments

### MEMBERS NOT IN ATTENDANCE

Mayor Mark Yardley  
Mayor Jerry Taylor, Vice-Chair (Excused)  
Mayor Nina Laycook  
Wendy Allan  
Mayor Darrin LeFevre, Excused  
Frank Lojko

Beaver County Mayor Representative  
Garfield County Mayor Representative  
Kane County Mayor Representative  
Kane County Schools Representative  
Washington County Mayor Representative  
Dixie State College of Utah

Commissioner Clare Ramsay, Chair, welcomed everyone in attendance. Those asking to be excused include Mayor Jerry Taylor, Garfield County Mayor Representative; and Mayor Darrin LeFevre, Washington County Mayor Representative. It was noted that Mr. Kay Englestead is representing Mr. Ken Platt, Garfield County Schools Representative.

Chairman Ramsay indicated that a quorum was present for conduct of business.

### I. MINUTES OF SEPTEMBER 19, 2012 - REVIEW & APPROVE

Commissioner Ramsay acknowledged that Ms. Lamoreaux requested a correction to the minutes to reflect Mayor Nina Laycook as Kane County Mayor Representative instead of

Kane County Schools Representative for those asking to be excused. Chairman Ramsay presented minutes of the September 19, 2012 Steering Committee meeting, including the noted correction, for Board discussion and consideration.

**MOTION WAS MADE BY COMMISSIONER DALE BRINKERHOFF, SECONDED BY COMMISSIONER CHAD JOHNSON, TO APPROVE MINUTES OF THE SEPTEMBER 19, 2012 MEETING AS CORRECTED. MOTION CARRIED BY UNANIMOUS VOTE.**

**II. CHILD CARE RESOURCE & REFERRAL (CCR&R) PROGRAM REPORT / ANNUAL REPORT SUMMARY**

Ms. Lis Barker, Director Child Care Resource and Referral, reported that the Five County CCR&R program covers an 11 county area containing the same counties included in the Western Region of the Department of Workforce Services. She explained that child care is important to Utah's economy and the workforce. A summary on pages 10-11 of the packet reviews the mission statement and purpose, service delivery area, child care office locations, contract amounts, full-time equivalent program staff and numerous contract trainers. Program statistics are covered on page 11, including the number of child care referrals provided to parents, technical assistance calls taken from child care providers, hours of training attended by child care providers, start-up grants, TEAM grant awards, etc. It was noted that all grant funding is paid directly to the providers by the state of Utah. This information is also included as part of the Association of Governments Annual Report.

Ms. Barker shared an experience for one of the calls received about a child that was blind and the child care provider was in need of assistance to better serve this child. The CCR&R office was able to connect services through a partnership where early intervention worked with the provider to make sure that the child was able to receive adequate services to grow and develop. Various types of training is available to child care providers. She shared a copy of the CCR&R newsletter which highlights individuals that have received CDA credentials. Photos of those receiving this recognition are included in the newsletter.

An online demonstration of a new program titled "Care About Child Care" was provided. This website allows parents to search for a child care provider that will best meet their needs through selection of various criteria provided on the site. Information can be viewed on a specific child care provider licensing, complaints issued, professional development and training that the provider has received, etc. She explained that a federal mandate required each state to develop and implement a program site. A national report shows that Utah is on the leading edge with the program that has been initiated.

Mr. Ken Sizemore provided copies of the Five County AOG Annual Report which contains all of the program summaries that have been presented over the past year. The executive director's message describes 15 advisory committees that help to guide programs and provide important recommendations to the Steering Committee. He noted that over 190 individuals provide expertise to assist in the development of policy and implementation of various programs provided by the Association of Governments. Mr. Sizemore expressed his appreciation to these individuals for their willingness to serve in the various capacities. Copies of this and all previous annual reports are available on the Five County AOG website.

### **III. COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

#### **A. FIRST PUBLIC HEARING**

Chairman Ramsay entertained a motion to enter into the CDBG public hearing.

**MOTION WAS MADE BY COMMISSIONER CHAD JOHNSON, SECONDED BY MS. CAROLYN WHITE, TO ENTER INTO THE CDBG PUBLIC HEARING. MOTION CARRIED.**

Ms. Diane Lamoreaux provided basic information regarding the Community Development Block Grant (CDBG) program and the national objectives which projects must fall under. All potential applicants must conduct a public hearing to solicit input from interested citizens to consider potential projects. CDBG funding is provided through the U.S. Department of Housing and Urban Development (HUD) to the state of Utah Housing and Community Development Division of the Department of Workforce Services. Funding in the amount of \$966,122 was available for allocation in FY 2012. It is anticipated that approximately \$650,000 +/- will be available for FY 2013. The larger allocation last year occurred when the Washington City multi-year housing project sponsored on behalf of Color Country Community Housing was unable to sell tax credits and had to withdraw their application. This provided an additional \$300,000 for regional reallocation during the FY 2012 funding cycle. The Housing and Community Development Division does not have definite funding amounts for FY 2013 as the federal budget has not been approved.

Ms. Lamoreaux reviewed the range of eligible activities for projects such as: 1) Construction of public works and facilities including water and sewer lines, fire stations, acquisition of real property, provision of public services such as food banks or homeless shelters, and 2) Housing Projects-- Including infrastructure, new construction of multi-family housing, housing rehabilitation for low income homeowners, etc. Other activities are identified in the CDBG Application Policies and Procedures book and interested persons can review it at any time. The Association of Governments has received funding in the past for planning and technical assistance to income eligible communities; funding to establish the Revolving Loan Fund; funds to recapitalize the Revolving Loan Fund; First time home buyer program provided through the CHDO; construction of the Five County AOG office building; and the meals-on-wheels truck procurement for the Five County region. Projects benefitting low-moderate income individuals are preferred. Proposed activities that may result in displacement of low-moderate income individuals are discouraged. The Five County Regional Administration, Planning and Technical Assistance application has previously included the following elements: 1) Capitalize and administer the Revolving Loan Fund; 2) Provide planning assistance to LMI eligible communities; 3) Provide program delivery for the HOME, Down Payment/Closing Cost Assistance, Emergency Home Repair and RLF programs; 4) Prepare and update the Regional Consolidated Plan; and 5) Workforce housing assistance. AOG projects have historically been primarily of a "regional" nature.

Ms. Lamoreaux mentioned that set-aside funding of \$90,000 for the regional program administration and economic development technical assistance grant for FY 2013 was approved for a one year period in the June 13, 2012 Steering Committee meeting.

The Utah Food Bank has expressed interest in a regional project to serve meals to Title 19 low-income students. The project includes establishing a commercial kitchen in their River Road facility and utilizing specialized trucks to transport meals to outlying after school program participants. The project will initially be established in Beaver, Iron and Washington counties. A similar program is currently being offered at 29 sites in Utah that serves 1,700 meals each day. The Steering Committee previously established policy that the AOG would not sponsor non-profit organizations. Staff is assuming that this is still the case but wanted county representatives to be aware that they may be approached to sponsor this project. There are some issues in terms of the facility being located inside of an entitlement community (St. George), but state staff has indicated that funding on a pro-rated basis is possible. However, St. George City would have to support and participate in funding of the project.

In addition, the Revolving Loan Fund Administration Board and Economic Development Professionals have expressed interest in an application to recapitalize the Revolving Loan Fund. Several businesses have recently received approval for RLF loans, and the account balance has been depleted. Approximately \$15,000 is received each month in loan payments that is available for lending, but it is possible that applications will require larger injections into their project. Staff has been encouraged to pursue additional funding from sources such as the Community Development Block Grant, Economic Development Administration and USDA Rural Development.

Ms. Lamoreaux indicated that it is appropriate at this time for Board members and/or others in attendance to discuss potential projects of regional significance and scope as outlined above or to provide other ideas for consideration.

Commissioner Chad Johnson commented that for a number of years it was difficult to find RLF applicants to request loans and questioned the need to recapitalize the program. Mr. Sizemore responded that there has been a shift recently where a number of businesses have submitted applications and several loans have been approved. This is a sign of the economy improving in the Five County region. Over the past 30 days, the Revolving Loan Fund Administration Board has approved four loans which has depleted the loan fund. Approximately \$15,000 in repayments is received on a monthly basis for lending. Recapitalization of the RLF program with CDBG dollars would deplete monies that are typically available to counties and/or communities. The Steering Committee will need to decide if an investment into the RLF program is warranted at this time. Mr. Sizemore reviewed the write off percentage of the portfolio and reported approximately \$600,000 has been written off during the 25 years of operating the program. The RLF Administration Board and Five County economic development professionals have asked that staff pursue recapitalization of the fund. The RLF program initially received CDBG funds and it has also been recapitalized with CDBG funds since the program's inception. Commissioner Johnson pointed out that the CDBG program previously had a larger

amount of funds available for allocation. However, over the years the amount of funding provided to the Five County region has declined dramatically.

Mr. Sizemore reported that Scott Leavitt, who provides staff support to the HOME program, has proposed consideration of CDBG funding to support the housing rehabilitation program at Five County.

Further discussion regarding the Utah Food Bank project outlined the proposal in greater detail, including proposed services that would be initiated. Mr. Sizemore indicated that the program would begin as pre-packaged meals shipped to after school programs in retrofit trucks. This project would provide meals to children in Beaver, Iron and Washington counties initially, but it does not replace the school lunch programs. Ms. Carolyn White mentioned that it may be more cost effective to utilize commercial kitchens that are available in various schools. The Utah Food Bank could possibly contract with school districts. Board members expressed concern with the duplication of resources and cost effectiveness of shipping meals by truck. Ms. Sherri Dial explained that the Utah Food Bank has established a program on the Wasatch Front and has funding in place to expand the program to more rural areas. She noted that most schools do not have funding in place to provide after school meals. Funding from federal food programs is in place to support this proposal. The service will be available to children participating in after school programs which generally run from 3:00 to 6:30 p.m. Participants can be elementary or high school students. Commissioner Douglas Heaton expressed concern with the program in terms of family responsibility for these provisions and the idea that the government is expected to provide child care or after school programs. Commissioner Dale Brinkerhoff indicated that the Human Services Council had a similar discussion regarding this issue and implied involvement of the federal government from birth to death.

**MOTION WAS BY COMMISSIONER DALE BRINKERHOFF, SECONDED BY MR. ALAN ADAMS, TO CLOSE THE CDBG PUBLIC HEARING. MOTION CARRIED.**

**MOTION WAS MADE BY COMMISSIONER DENNY DRAKE, SECONDED BY COMMISSIONER DALE BRINKERHOFF, FOR THE FIVE COUNTY ASSOCIATION OF GOVERNMENT TO MAINTAIN THE EXISTING POLICY OF NOT SPONSORING NON-PROFIT ORGANIZATION APPLICATIONS TO THE CDBG PROGRAM. MOTION CARRIED BY UNANIMOUS VOTE.**

Ms. Lamoreaux asked for authorization to proceed with preparation of a scope of work and budget for the AOG program administration, consolidated plan update and economic development technical assistance, and housing and RLF program delivery.

**MOTION WAS MADE BY COMMISSIONER CHAD JOHNSON, SECONDED BY COMMISSIONER DENNY DRAKE, AUTHORIZING STAFF TO PROCEED WITH THE FIVE COUNTY ASSOCIATION OF GOVERNMENTS FY 2013 CDBG APPLICATION AND SCOPE OF WORK FOR PROGRAM ADMINISTRATION, CONSOLIDATED PLAN UPDATE, ECONOMIC DEVELOPMENT TECHNICAL ASSISTANCE, AND HOUSING AND RLF PROGRAM DELIVERY. MOTION CARRIED.**

**B. REVOLVING LOAN FUND RECAPITALIZATION DISCUSSION**

Mr. Ken Sizemore referenced information provided on page 13 of the packet outlining a staff recommendation to approve an amendment to the FY 2012 Rating and Ranking to allocate \$59,122 of remaining funds for recapitalization of the Revolving Loan Fund. He explained that two projects that were previously funded were unable to proceed. This provided sufficient funds for multi-year applications from Iron County and Minersville Town to be fully funded in one year. An unallocated balance of funds was left on the table, and state CDBG staff agrees that they prefer to allocate all of the available funds. The RLF Administration Board and Economic Development professionals have both expressed the need to recapitalize funds to provide sufficient fund availability for job creation in the Five County region. It was noted that this action does not affect any approved community projects or future allocations of CDBG funds.

**MOTION WAS MADE BY COMMISSIONER DENNY DRAKE, SECONDED BY COMMISSIONER CHAD JOHNSON, TO APPROVE THE ALLOCATION OF THE BALANCE OF \$59,122 IN FY 2012 COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS TO RECAPITALIZE THE REGIONAL REVOLVING LOAN FUND. MOTION CARRIED UNANIMOUSLY.**

**IV. BASELINE POPULATION PROJECTIONS - FINAL REVIEW**

Mr. Ken Sizemore referenced information on pages 14-22 of the packet containing a review of the final 2012 baseline population projections. These are preliminary numbers developed by the Governor's office. The last set of population projections was completed in 2008, and no projections were developed in 2010 because of the availability of Census numbers. Information has been made available for comment. Most of the counties across the state are comfortable with the projections, with the exception of Washington County. Comments will be received until October 15<sup>th</sup>, after which time the projections will be finalized. Washington County is not pleased with the projections and is in the process of documenting why numbers should be higher. Mr. Ken Platt commented that the Garfield County projections seem very low over the next 10 years as compared to previous projection numbers. He noted that the Garfield County School District has experienced a big increase in students over the past few years. Mr. Sizemore explained that the projections are based on the counties share of employment compared to employment at the national level. The GOPB has struggled with the down turn in the economy and being able to provide accurate population projections. Commissioner Denny Drake explained that the population growth in Washington County has exceeded previous population projections provided by GOPB for the past decade. The problem with this scenario is that various funding formulas are tied to population numbers. The new projections are not consistent with what is being seen in terms of building permits issued in Washington County. The projected 2.5% growth rate for Washington County is low when taken into consideration that even in a down economy growth has averaged 6% for the past five years. This will drastically impact funding that is allocated over the next several years. Washington County is in the process of disputing the projections by providing justification for numbers that are more realistic. Wes Curtis commented that Washington County is unique because of the growth that has been experienced in the past, and things will pick up again as the economy rebounds. Because of the dramatic population increase in Utah County, the Wasatch Front

population is fragmenting. This impacts legislative representation and the casualty is rural Utah. This erosion will continue into the future. Mr. Sizemore indicated that a letter based on the concerns expressed today will be sent to the Governor's Office of Planning and Budget and a copy will be included in the next Steering Committee packet.

**V. UTAH DEPARTMENT OF TRANSPORTATION UPDATE**

No representative in attendance.

**VI. DEPARTMENT OF WORKFORCE SERVICES UPDATE**

Ms. Jan Thompson reviewed employment numbers that have exceeded goals set by DWS. These numbers indicate that the economy as a whole statewide is improving. The southwest region exceeded job placement goals set at 4,900 with an actual placement number of 6,000. A statewide decrease was also seen in eligibility supportive service goals. These statistics indicate that some people were able to secure employment and support themselves. As a result, DWS was able to close a number of cases by providing employment opportunities. There are some individuals that are not able to work and will need assistance to sustain life. As a whole, DWS is getting better at connecting job seekers with employers and unemployment numbers are coming down. It was noted that Utah is now in tier two which provides some extended unemployment benefits.

Ms. Thompson announced a 2012 "Hiring our Heroes" event scheduled for November 8, 2012 at the South Towne Exposition Center in Salt Lake City. DWS is currently working with disabled veterans to arrange transportation to the job fair. Staff would like to eventually offer this event at a location in rural Utah or at least provide satellite participation. Employers who participate must have active jobs available for veterans. Some of the veterans are returning to the area with a new set of skills they learned while in the military. DWS is working with higher education and other agencies to provide credit for education received by soldiers. Approximately 5,000 veterans in Utah are unemployed. Staff is also working to provide a yellow ribbon event in Washington County sometime after the first of the new year.

**VII. GOVERNOR'S OFFICE UPDATE**

No representative in attendance.

**VIII. SOUTHERN UTAH UNIVERSITY (SUU) UPDATE**

Mr. Wes Curtis, SUU, provided a handout about the Utah Cluster Acceleration Partnership which provides strategies for small business growth. The purpose of this project is to provide better resources and partnerships for the business community. This program does not include Kane and Washington counties who have availability to services through the Dixie Small Business Development Center. He noted that if every small business grew by 25% it would create approximately 1,000 new jobs. The brochure includes six strategies for accelerating small business growth. Copies of the full report are available upon request. Southern Utah University is also partnering with DWS to deliver economic data directly to businesses on a monthly basis. He noted that economic gardening is a new approach to expand growth in significant ways. A statewide workshop was hosted yesterday in Nephi and additional information will be presented for further discussion at future meetings.

**IX. DIXIE STATE COLLEGE UPDATE**

No representative in attendance.

**X. CONGRESSIONAL STAFF UPDATES**

Ms. Marreen Casper, Senator Hatch's Office, reported that Congress is in recess until after the November elections. The Senator will be in Santa Clara tomorrow to tour the flood area, and will then travel to Las Vegas to join the Romney campaign. Correspondence has been sent to Liz Jackson, EPA, addressing concern over the corn ethanol waiver. Utah farmers and ranchers are in need of relief provided through this waiver due to drought conditions.

Mr. Mike Empey, Congressman Matheson's Office, reported that the House of Representatives and Senate passed a continuing resolution that will keep the government running through March 2013. It is still undetermined if the tax cuts will be extended and sequestration is also looming for all programs after January 1<sup>st</sup>. Staff has been working with the Small Business Administration to make disaster loan programs available to Santa Clara residents. The disaster declaration to address public infrastructure has been forwarded to Denver.

**XI. LOCAL AFFAIRS**

**A. CORRESPONDENCE**

Mr. Sizemore provided a copy of correspondence addressed to the Governor's Office of Economic Development as well as the Utah Department of Transportation in regard to the Utah Welcome Center at the entrance of Interstate 15 into the state. The letter covers key points discussed during the September Steering Committee meeting and is available for the Chair's signature. Carbon copies are indicated to various agencies as well as state senators and representatives.

**MOTION WAS MADE BY COMMISSIONER DALE BRINKERHOFF, SECONDED BY COMMISSIONER DOUGLAS HEATON, TO AUTHORIZE THE CHAIR'S SIGNATURE ON CORRESPONDENCE TO THE STATE AGENCIES AS PRESENTED. MOTION CARRIED BY UNANIMOUS VOTE.**

**B. OUT-OF-STATE TRAVEL**

Mr. Sizemore referenced information contained on pages 23-24 of the packet for Gary Zabriskie to attend the National Development Council's Economic Development Finance Professional Certification Program course. The course is only offered one time this fall in San Diego, California on November 5-9, 2012. This training will enable the ongoing management of the AOG Revolving Loan Fund. Funding is available to cover associated costs, and staff recommends approval.

**MOTION WAS MADE BY COMMISSIONER DENNY DRAKE, SECONDED BY MR. ALAN ADAMS, TO APPROVE THE OUT-OF-STATE TRAVEL REQUEST FOR GARY ZABRISKIE AS PRESENTED. MOTION CARRIED.**

**C. PERMANENT COMMUNITY IMPACT FUND BOARD (PCIFB) APPLICATIONS**

Mr. Sizemore referred to pages 25 through 28 of the packet containing information for two applications to PCIFB as follows: **1) Long Valley Sewer Improvement District--** Request is for a \$2.5 million loan at zero percent and a \$4 million grant for a sewer improvement project; and **2) Orderville Town--** The town is requesting a \$90,000 loan at 2.5% and a \$139,100 grant for the Mt. Carmel School/Old Rock Church restoration project. Commissioner Denny Drake commented that the bonus fund has approximately \$28 million dollars available for lending, but funds are not available at this time for grants. The board may ask applicants seeking a grant if they would accept a loan instead. Commissioner Chad Johnson mentioned that sewer improvement projects are generally required to have funding participation from the Department of Environmental Quality or other sources in combination with Community Impact Fund participation. Mr. Sizemore indicated that the Board has the opportunity to support, not support, or remain neutral.

**MOTION WAS MADE BY COMMISSIONER DENNY DRAKE, SECONDED BY COMMISSIONER DOUGLAS HEATON, TO SUPPORT BOTH APPLICATIONS TO THE PERMANENT COMMUNITY IMPACT FUND BOARD. MOTION CARRIED.**

**D. PLANNING ASSISTANCE**

None.

**E. OTHER BUSINESS**

None.

**XII. AREAWIDE CLEARINGHOUSE REVIEWS**

Mr. Sizemore reported that no reviews were submitted for consideration. He noted that over time most of the state agencies have stopped utilizing the project management system, with the exception of the State and Institutional Trust Lands Administration who is submitting projects on a regular basis.

The next meeting is scheduled for Wednesday, November 14, 2012 in St. George at the Five County Association of Governments office. It was noted that an Executive Committee meeting will also be held in November.

**MOTION TO ADJOURN WAS MADE BY COMMISSIONER DALE BRINKERHOFF AND SECONDED BY COMMISSIONER DENNY DRAKE. MOTION CARRIED.**

The meeting adjourned at 2:50 p.m.

**AGENDA ITEM # III.**

**FIVE COUNTY ASSOCIATION OF GOVERNMENTS  
STEERING COMMITTEE  
TENTATIVE ANNUAL MEETING SCHEDULE - 2013**

<b>Date</b>	<b>Location</b>	<b>Address</b>	<b>Time</b>
<b>January 16, 2013</b>	Five County AOG Large Conference Room	1070 West 1600 South Bldg. B.; St. George, UT	1:00 p.m.
<b>February 13, 2013</b>	Kane County Emergency Services Training Facility/ Search & Rescue Building	30 West Airport Drive Kanab, UT	1:00 p.m.
<b>March 13, 2013</b>	Beaver Co. Admin. Building Commission Chambers	105 East Center Beaver, UT	1:00 p.m.
<b>April 17, 2013</b>	Heritage Center	105 North 100 East Cedar City, UT	1:00 p.m.
<b>May 8, 2013</b>	Panguitch City Library Council Chambers	25 South 200 East Panguitch, UT	1:00 p.m.
<b>June 12, 2013</b>	Kane County Emergency Services Training Facility/ Search & Rescue Building	30 West Airport Drive Kanab, UT	1:00 p.m.
<b>August 14, 2013</b>	Panguitch City Library Council Chambers	25 South 200 East Panguitch, UT	1:00 p.m.
<b>September 18, 2013</b>	Beaver Co. Admin. Building Commission Chambers	105 East Center Beaver, UT	1:00 p.m.
<b>October 9, 2013</b>	Heritage Center	105 North 100 East Cedar City, UT	1:00 p.m.
<b>November 20, 2013</b>	Five County AOG Large Conference Room	1070 West 1600 South Bldg. B.; St. George, UT	10:00 a.m.

The Executive Committee will meet in July and December and at any time, as called by the Chair of the Steering Committee. Notification of these meetings will be posted on the state of Utah public meeting notice website <http://www.utah.gov/pmn/index.html> Any necessary changes in the above meeting schedule will also be posted on the Utah public meeting notice website, the Five County AOG website and posted at the main AOG office in St. George.

**Note-- Conferences and meetings for Utah Association of Counties and Utah League of Cities & Towns are scheduled as follows:**

- UAC Management Conference - April 10-12, 2013 in Provo
- UAC Annual Convention - November 13-15, 2013 in St. George
- ULCT Mid Year Conference - April 10-12, 2013 in St. George
- ULCT Road School - April 23-26, 2013 in St. George
- ULCT Annual Conference - September 11-13, 2013 at the Salt Lake Sheraton

## **AGENDA ITEM # IV.**

### **UTAH GOVERNOR'S RURAL PARTNERSHIP BOARD APPOINTMENT RECOMMENDATION**

State Senator Tom Hatch sponsored the *Rural Planning and Development Act* in 2004. It was approved and signed into law, creating the Utah Governor's Rural Partnership Board. The Board was charged with improving the visibility of rural economic development issues across state agencies, to prepare and implement an annual strategic plan, and to formally engage state agencies and other entities in collaboration and coordination of rural economic development priorities.

Fifteen members serve on the Board, representing a variety of interests including:

- The Governor or his designee (traditionally the Lt. Governor)
- Utah Association of Counties
- Utah League of Cities and Towns
- Utah State University Extension Services
- Southern Utah University
- Utah Rural Development Council
- Agriculture
- Travel and Tourism
- Utilities
- Oil, Gas and Mining
- Five At-Large members appointed by the Governor

At-large members serve for a term of four years. The Travel and Tourism position and one at-large position are open and nominations have been requested.

Southwestern Utah has only one representative on the Board at the present time (Wes Curtis - SUU). The Governor's office and rural development staff are encouraging a nomination from this region.

Executive Directors from Associations of Government in Utah agree that regional programs and priorities have been lacking in Board deliberations and actions. The original membership of the Board included at least one AOG director in an at-large position. It is an opportune time to regain AOG representation on the Board.

We recommend Steering Committee authorization to nominate the Executive Director of the Five County Association of Governments to serve a four-year term in the open at-large position on the Governor's Rural Partnership Board.

## **AGENDA ITEM # V.**

### **UTAH HOME AND COMMUNITY BASED SERVICES WAIVER PROGRAM EMPLOYMENT RELATED PERSONAL ASSISTANT SERVICES PROPOSAL**

Patricia Wilkinson from the Utah Department of Health, Bureau of Authorization and Community Based Services recently approached Five County aging staff to determine whether or not our agency may be interested in administering the Employment Related Personal Assistant (EPAS) program. This program provides personal assistance to an individual who has a disability, and because of their disability, needs help with personal tasks on or off the job to support their employment.

The state is looking for an agency that can provide the assessment and care coordination (case management) services for this program in southwestern Utah. They have asked Five County AOG staff to consider being this provider. The program is very similar to the New Choices Waiver program with the exception that there is different eligibility criteria and a little more flexibility and how the program is operated. It is a State Plan Medicaid service which means that any eligible individual is entitled to receive these services and there are no waiting lists. At this time, there are 5 individuals in the region (all Washington County) with the potential for many more clients as the program is expanded and there is more outreach.

Carrie Schonlaw has determined that EPAS can easily be incorporated into existing case management services. The assessment is the same form which is used by other programs. In addition, the care plan and other forms are very similar. The billing and reimbursement process is also the same. With only 5 current clients it will also allow the ability to incorporate EPAS into existing staff assignments without having to bring new staff on prior to assuring that the program will be fiscally sustainable.



## Utah Home and Community Based Services (HCBS) Waiver Programs

<a href="#">Home</a>	<a href="#">Contacts</a>	<a href="#">Providers</a>	<a href="#">Links</a>
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### Employment-Related Personal Care Services (EPAS)

#### UTAH WAIVER PROGRAMS

<a href="#">Utah Waivers Home</a>
<a href="#">Acquired Brain Injury Waiver</a>
<a href="#">Aging Waiver</a>
<a href="#">Community Supports Waiver</a>
<a href="#">New Choices Waiver</a>
<a href="#">Physical Disabilities Waiver</a>
<a href="#">Tech Dependent Children Waiver</a>
<a href="#">Other Programs</a>

[Utah Medicaid Home Page](#)



#### Purpose

This program provides eligible individuals with personal care services in order to maintain employment. Services are designed to help people with disabilities work in integrated and competitive employment settings. Services may include physical assistance and cognitive cuing to direct self-performance of necessary activities.

#### Eligibility Requirements

- Eligible for Traditional Medicaid;
- Have a disabling condition as defined by Social Security;
- Individual must be working or have a promise of a job (at least 40 hours per month) making minimum wage or above;
- Demonstrate a need for personal care services (assessment provided)
- Complete an application for services.

#### Limitations

Services are **not** covered:

- When provided by a legally responsible family member or guardian;
- When provided to individuals residing in hospitals, nursing facilities, or ICFs/MR;
- When provided to individuals enrolled in a 1915(c) Home and Community-Based Waiver.

#### Services

- Service Coordination

## **AGENDA ITEM # V. (Continued)**

- Personal Attendant Services (ADL's)
  - Mobility/Ambulation
  - Dressing
  - Eating
  - Personal Hygiene
  - Bathing
  
- Personal Attendant Services (IADL's)
  - Meal Preparation
  - Ordinary Housework
  - Laundry
  - Managing Finances
  - Managing Medications
  - Shopping
  - Transportation for work
  
- Financial Management Services

**AGENDA ITEM # XIV.**

**STEERING COMMITTEE**

**REVIEWS**

**AREAWIDE CLEARINGHOUSE REVIEWS  
FOR PLANNING DISTRICT V**

**NOTIFICATIONS - Supportive**

**November 14, 2012**

**1. Title: NEW EASEMENT NO. 1758 - POWER LINE TO WELL**

**Applicant: Trust Lands Administration**

**Description: Garkane Energy has submitted application for a proposed buried power line within the SW4NE4SW4 of Section 2, Township 43 South, Range 1 East, SLB&M in Kane County. The proposed power line will connect to an existing power line on adjacent private property and will serve an existing well. The well is operated by Little Livestock, which holds GP 21111 within the section. The proposed easement corridor is 157.7 feet long and 30 feet wide, containing approximately 0.11 acre. The requested term of the easement is 30 years.**

<b>Funding:</b>	<b><u>Amount</u></b>	<b><u>Agency</u></b>	<b><u>SAI #</u></b>
	<b>N/A</b>	<b>N/A</b>	<b>36040</b>
			<b>Received 10/29/2012</b>

**Comments: The Utah School and Institutional Trust Lands Administration proposes to authorize an easement for a power line servicing an existing well in eastern Kane County. Regional policies support efforts to improve water distribution on rangelands. (Ken Sizemore)**