

DEREK RAPIER
County Administrator
(928) 865-2072

FACSIMILE (928) 865-9332



BOARD OF SUPERVISORS
P.O. BOX 908
253 5TH STREET
CLIFTON, AZ 85533

DAVID GOMEZ
District 1

RON CAMPBELL
District 2

RICHARD LUNT
District 3

MEETING NOTICE and AGENDA

Pursuant to Arizona Revised Statutes §38-431, et. seq.
and amendments thereto, the

GREENLEE COUNTY BOARD OF SUPERVISORS

also sitting as Board of Directors for

GREENLEE COUNTY PUBLIC HEALTH SERVICES DISTRICT

and

GREENLEE COUNTY FLOOD CONTROL DISTRICT

hereby gives notice that a

Regular Meeting

will be held on Tuesday, June 16, 2020 – 1:00 p.m.

Zoom Video Conferencing. To join the meeting enter the following URL into your browser:

<https://us02web.zoom.us/j/85745984762?pwd=NzYwVFRLWXdxThxUjQT3NXUVBXdz09>

Meeting ID: 857 4598 4762

Password: 737148

**Board of Supervisors Meeting Room, 2nd floor Courthouse Annex, 253 5th Street,
Clifton, Arizona Zoom Video Conferencing.**

AGENDA

- 1.) Call to Order
 - A. Pledge of Allegiance
 - B. Call to the Public

- 2.) PUBLIC HEALTH SERVICES DISTRICT – the Board of Supervisors will convene as the Board of Directors of the Greenlee County Public Health Services District and will reconvene as the Board of Supervisors following consideration of these items:
 - A. Consent Agenda
 1. Clerk of the Board: Consideration of approval of Public Health Services District expense warrants in excess of \$1,000.00

2. County Health Manager: Consideration of approval of Intergovernmental Agreement with the Arizona Department of Health Services for Public Health Emergency Preparedness
 - B. Steve Rutherford, Health Manager
 1. Discussion/Action regarding approval to advertise for Clerk II position in the Health Department with budgeted funds
- 3.) Tim Sumner, County Sheriff
 - A. Discussion/Action regarding Employee Transaction Form for T. Kindle, part time dispatcher
 - B. Discussion/Action regarding Employee Transaction Form for D. Chavarria, full time dispatcher
- 4.) Reed Larson, County Engineer
 - A. Discussion/Action regarding FAA form 5100-100 to transfer \$60,038 from Fiscal Year 2020 from Greenlee County Airport to Pinal Airpark
- 5.) Derek Rapier, County Administrator
 - A. Discussion/Action regarding acceptance of CARES Act Allocation from State of Arizona.
- 6.) Derek Rapier, County Administrator
 - A. Discussion/Action to distribute FY 20 National Forest Fees to Greenlee County Schools and Road Department.
- 7.) Derek Rapier, County Administrator
 - A. Discussion/Action regarding implementation of Greenlee County Fire Restrictions –Resolution 20-06-02 regulating open burning in unincorporated areas of Greenlee County during declaration of fire emergency
- 8.) Derek Rapier, County Administrator
 - A. Discussion/Action regarding the agreement between Greenlee County and Southeastern Arizona Workforce Development
- 9.) Derek Rapier, County Administrator
 - A. County and State budget and legislative issues
 - B. Calendar and Events
- 10.) Consent Agenda
 - A. Clerk of the Board: Consideration of approval of minutes to previous meetings: 6/2/2020; 6/10/2020
 - B. Clerk of the Board: Consideration of approval of expense warrants in excess of \$1,000.00 – Voucher 3042
 - C. Chief Finance Officer: Consideration of approval of General Fund loans in the amount of \$3.64 to be reimbursed upon receipt of funds: Fund 159 - \$3.64

- D. County Administrator: Consideration of approval of changing the alternate trustee for AZLEGEBT from Rene Ontiveros to Austin Adams
- E. Elections Director: Consideration of designation of Polling Places/Vote Centers for the 2020 Primary Elections on August 4, 2020 and the 2020 General Elections on November 3, 2020 pursuant to A.R.S. § 16-411

11.) Supervisor Reports

Supervisor Richard Lunt

A. County Supervisors Association (CSA) meeting

Supervisor Ron Campbell

A. Update on Brigham fire

12.) Budget Work Session

13.) Adjournment

All agenda items are for discussion and/or action as deemed necessary. The Board reserves the right to consider any matter out of order. The Board may retire into Executive Session for any of the purposes that are allowed by law, including but not limited to legal advice and/or personnel matters; as authorized by A.R.S. §38-431.et.seq. Persons with a disability may request accommodation for special assistance by contacting Bianca Figueroa at 928-865-2072 (TDD 928-865-2632). Requests should be made as soon as possible to allow time for arrangement of the accommodation.

**GREENLEE COUNTY BOARD OF SUPERVISORS
AGENDA INFORMATION FORM**



MEETING DATE: June 16, 2020 REQUESTED BY: Steve Rutherford
 DEPARTMENT: Health TELEPHONE #: 928 865-2601

1. Insert brief description of proposal and requested Board action:
 Consideration of approval for the Intergovernmental Agreement (IGA) with the Arizona Department of Health Services for Public Health Emergency Preparedness. IGA Amendment No. 7 for the amount of \$182,249.00

2. Continued from meeting of: _____
Discussed in meeting of: _____

3. Publication requirements:
 Does this require publication in the official county newspaper? Yes No
 This department to cause publication Clerk of the Board to cause publication

4. Financial Impact:
 Expenditure: Is this a budgeted expense? Yes No Project Code #: _____
 Fund _____ \$ _____ Actual Not to exceed
 Fund _____ \$ _____ Actual Not to exceed
 If not budgeted, how will this expense be funded? _____

Grants/Contracts:
 Federal State Other _____
 CFDA # (Federal grants only) 93.069 State # _____
 Fund _____ \$ _____
 Matching funds required? Yes No Fund _____ \$ _____

5. Legal Review: Does this item require County Attorney review and approval as to form and within powers granted under the laws of the State of Arizona to the Greenlee County Board of Supervisors?
 Yes No
 Date of County Attorney approval: June 10, 2020

6. Board of Supervisors action taken:
 Approved Amended Disapproved Tabled

Original backup documentation must accompany this form!



INTERGOVERNMENTAL AGREEMENT (IGA) Amendment

ARIZONA DEPARTMENT OF
HEALTH SERVICES
Office of Procurement
150 N. 18th Ave., Suite 530
Phoenix, Arizona 85007
Procurement Officer
Kristine Newton

Contract No.: **ADHS17-133192**

IGA Amendment No.: **7**

Public Health Emergency Preparedness

It is mutually agreed that the Intergovernmental Agreement referenced is amended as follows:

1. Pursuant to the Terms and Conditions, Provision Six (6) Contract Changes, Section 6.1 Amendments, Purchase Orders and Change Orders, the following changes are made under this Amendment Seven (7):
 - 1.1 The Scope of Work is revised to include the Scope of Work of this Amendment Seven (7);
 - 1.2 The Price Sheet is revised to include the Price Sheet of this Amendment Seven (7); and
 - 1.3 Attachment B is added to the Scope of Work of this Amendment Seven (7).

****All other provisions of this agreement remain unchanged.****

Authorized Signature

Contractor Name: **GREENLEE COUNTY**

Steve Rutherford

Print Name

Address: **PO BOX 936**

Director of Health

Title

CLIFTON

ARIZONA

85533

City

State

Zip

Pursuant to A.R.S. § 11-952, the undersigned public agency attorney has determined that this Intergovernmental Agreement is in proper form and is within the powers and authority granted under the laws of Arizona

This Intergovernmental Agreement Amendment shall be effective the date indicated. The Public Agency is hereby cautioned not to commence any billable work or provide any material, service or construction under this IGA until the IGA has been executed by an authorized ADHS signatory.

State of Arizona

Signature

Date

Signed this _____ day of _____ 20__.

Jeremy Ford Greenlee County Attorney

Print Name

Procurement Officer

Contract No.: **ADHS17-133192**, which is an Agreement between public agencies, has been reviewed pursuant to A.R.S. § 11-952 by the undersigned Assistant Attorney, who has determined that it is in proper form and is within the powers and authority granted under the laws of the State of Arizona.

Signature

Date

Assistant Attorney General

Print Name

CONTRACT NUMBER	INTERGOVERNMENTAL AGREEMENT SCOPE OF WORK
ADHS17-133192	

1. BACKGROUND

- 1.1. The Arizona Department of Health Services (ADHS) receives supplemental funding from the Centers for Disease Control and Prevention (CDC) to further develop and enhance the State of Arizona, Bureau of Public Health Emergency Preparedness (PHEP). These funds are used to support the development and implementation of Tasks in this Scope of Work. The ADHS has determined that the most expeditious methodology to enhance these Tasks is to partner with the County Health Departments;
- 1.2. ADHS continues to look at ways to expand our preparedness capabilities based on our Five-Year Plan and the Capability Planning Guide (CPG) data. Based on that information and the guidance set forth by the CDC, ADHS has developed this PHEP grant agreement; and
- 1.3. The funding shall be based on required critical and enhanced capacities for the Contractor's geographical area.

2. OBJECTIVE

- 2.1. Through the implementation of strategies and activities during the project period, strengthen the readiness of the community to prepare for, respond to, and recover from a public health emergency and/or disaster.
- 2.2. Sub-recipients of PHEP funds are expected to enhance the readiness of local public health by participating in activities that advance and document progress across the six (6) domains as outlined in Attachment B.

3. TASKS

- 3.1. The Contractor shall:
 - 3.1.1. Maintain a person appointed as liaison and PHEP coordinator for this grant funding,
 - 3.1.2. Maintain a detailed plan for twenty-four (24) hours a day, seven (7) days a week response to Public Health Emergencies along the guidelines and deliverables for the current year,
 - 3.1.3. Maintain a timeline for the development of county-wide plans for Public Health Emergencies, preparedness for a mass casualty incident event, infectious disease outbreak, or other public health emergency,
 - 3.1.4. Maintain a timeline and a plan to identify personnel to be trained, to receive and distribute critical stockpile items and manage a mass distribution of vaccine and/or antibiotics on a twenty-four (24) hours a day, seven (7) days a week basis,
 - 3.1.5. Maintain a plan to receive and evaluate urgent disease reports from all parts of the jurisdiction on twenty-four (24) hours a day, seven (7) days a week basis. Maintenance of the plan shall include participation in state-wide electronic disease surveillance initiatives,
 - 3.1.6. Maintain a plan to enhance risk communication and information dissemination to educate the public regarding exposure risks and effective public response,
 - 3.1.7. Prepare a detailed budget based upon their estimated cost associated with continuation of programmatic Annual Performance Requirements through the Contract period, unless terminated, canceled or extended as otherwise provided herein for the period of July 1st through the following June 30th of each Budget year and shall meet all reporting requirements for federal funding, including those years in which a match requirement is established, and
 - 3.1.8. Review the Annual Performance Requirements, additional tasks, reporting deliverables and program information as outlined in the Attachment B incorporated herein. Attachment B will change every year, as well as the estimated budget for the period of July 1st through June 30th.

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3.2. ADHS will:

3.2.1. Advise by correspondence from the ADHS PHEP on the available funding amounts on or before June 30th.

3.3. Annual Performance Requirements

3.3.1. The Contractor shall:

3.3.1.1. Perform the requirements as outlined in the Attachment B, Deliverables;

3.3.1.2. Attend the ADHS Sponsored Grant Meetings (two (2) events annually);

3.3.1.3. Attend Healthcare Coalition Meetings:

3.3.1.3.1. Recommend participation by the designated preparedness coordinator or representative during HCC meetings (regions listed below). These meetings provide an opportunity for collaboration with healthcare facilities, county, state, tribal, and other response partners;

3.3.1.3.2. Coalitions shall continue to plan, develop, and maintain memorandums of understanding (MOU) to share assets, personnel and information; and

3.3.1.3.3. Coalitions shall develop plans to unify ESF-8 management of healthcare during a public health emergency, and integrate communication with jurisdictional command in the area.

3.3.2. Regions are defined as follows:

3.3.2.1. Northern Region:

3.3.2.1.1. County Representatives: Apache, Coconino, Navajo, and Yavapai

3.3.2.1.2. Tribal Representatives: Hopi Tribe, Kaibab-Paiute Tribe & Navajo Nation

3.3.2.2. Western Region:

3.3.2.2.1. County Representatives: La Paz, Mohave and Yuma

3.3.2.2.2. Tribal Representatives: Colorado River Indian Tribe & Fort Mojave Indian Tribe, Cocopah Tribe and Fort Yuma Quechan Tribe

3.3.2.3. Central Region:

3.3.2.3.1. County Representatives: Gila, Maricopa and Pinal

3.3.2.3.2. Tribal Representatives: Gila River Indian Community, San Carlos Apache Tribe, White Mountain Apache Tribe and Salt River Pima-Maricopa Indian Community.

3.3.2.4. Southern Region:

3.3.2.4.1. County Representatives: Cochise, Graham, Greenlee, Pima, and Santa Cruz.

3.3.2.4.2. Tribal Representatives: Pascua Yaqui Tribe and Tohono O'odham Nation.

3.4. Exercise Recommendations

3.4.1. MULTI-YEAR TRAINING AND EXERCISE PLAN (MYTEP) PHEP-HPP capabilities (and grant funded training/exercises).

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The Contractor shall:

- 3.4.1.1. Participate in the Statewide Training and Exercise Planning Workshop/Webinar;
- 3.4.1.2. Update and maintain a Multi-Year Training and Exercise Plan, inclusive dates are July 01, 2019 through June 30, 2024. Multi-Year plan shall be provided to ADHS upon request; and
- 3.4.1.3. Exercise and trainings shall meet implementation criteria and follow evaluation guidance. All grant funded trainings and exercises must be gap based. Gap based indicates an area of a capability to be built, or an area of improvement from a previous exercise/real-world response, address jurisdictional or local risk assessment, or other source (e.g. CPG data) to support achieving operational readiness.

3.5. Exercise Implementation Criteria

Homeland Security Exercise and Evaluation Program. The contractor shall:

- 3.5.1. Conduct preparedness exercises when appropriate, in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP) fundamentals including:
 - 3.5.1.1. Exercise Design and Development;
 - 3.5.1.2. Exercise Conduct;
 - 3.5.1.3. Exercise Evaluation; and
 - 3.5.1.4. Improvement Planning.
- 3.5.2. Find more information on the April 2013 HSEEP guidelines and exercise policy available at https://preptoolkit.fema.gov/documents/1269813/1269861/HSEEP_Revision_Apr13_Final.pdf/65bc7843-1d10-47b7-bc0d-45118a4d21da.
- 3.5.3. Assure provisions and needs of at-risk individuals are included within the design of exercises. The Contractor shall report on the strengths and areas for improvement identified through the coalition-based exercise After Action Report and Improvement Plan (AAR/IP). To learn more about the U.S. Department of Health and Human Services' definition of "at-risk" population visit this website: <https://www.phe.gov/Preparedness/planning/abc/Pages/atrisk.aspx>
- 3.5.4. Exemption: A real incident may be substituted for a qualifying coalition-based exercise; however, the after-action report (AAR) shall document how the HCC members met qualifying criteria (both implementation and evaluation criteria). This scenario will be discussed on an as-requested basis.

3.6. Exercise Evaluation Criteria

The Contractor Shall:

- 3.6.1. PHEP-funded exercises will address and list applicable PHEP Capabilities in all qualifying exercises:
 - 3.6.1.1. Qualifying exercises at a minimum shall include the community emergency management partner and/or incident management, the community public health partner, the health care coalition, and the EMS agency during the design, development, and implementation;
 - 3.6.1.2. Ensure the functional needs of at-risk individuals are included in response and are identified and addressed in operational plans;
 - 3.6.1.3. After Action Reports/IP;
 - 3.6.1.4. After Action Reports shall be submitted to ADHS within 120 days or no-later-than the end of year report, whichever comes first; and
 - 3.6.1.5. Participate in ADHS sponsored events throughout BP2 (July 1, 2020 through June 30, 2021).

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4. FINANCIAL REQUIREMENTS

4.1. Match Requirement

4.1.1. The PHEP award requires a ten percent (10%) "in-kind" or "soft" match from all the grant participants. Each recipient must include in their budget submission the format they will use to cover the match and method of documentation. Failure to include the match formula will preclude funding. ADHS may not award a contract under this program unless the local jurisdiction agrees that, with respect to the amount of the cooperative agreement allocated by ADHS, the local jurisdiction will make available non-federal contributions in the amount of ten percent (10%) (One (\$1) for each ten (\$10) of federal funds provided in the cooperative agreement) of the award, whether provided through financial or direct assistance. Match may be provided directly or through donations from public or private entities and may be in cash or in kind, fairly evaluated, including plant, equipment or services. Amounts provided by the federal government or services assisted or subsidized to any significant extent by the federal government may not be included in determining the amount of such non-federal contributions. Documentation of match, including methods and sources, must be included in sub-recipient budgets each budget period, include calculations for both financial assistance and direct assistance, follow procedures for generally accepted accounting practices, and meet audit requirements.

4.1.1.1. Total Direct costs - Show the direct costs by listing the totals of each category, including salaries and wages, fringe benefits, consultant costs, equipment, supplies, travel, other, and contractual costs. Provide the total direct costs within the budget.

4.1.1.2. Total Indirect Costs - To claim indirect costs, the applicant organization must have a current approved indirect cost rate agreement established with the cognizant federal agency. A copy of the most recent indirect cost rate agreement must be provided with the application. Indirect cost percentage cannot exceed the State rate.

4.1.1.3. Indirect Costs - To claim indirect costs, the applicant organization must have a current approved indirect cost rate agreement established with the cognizant federal agency. A copy of the most recent indirect cost rate agreement must be provided with the application.

4.1.1.3.1. If the applicant organization does not have an approved indirect cost rate agreement, costs normally identified as indirect costs (overhead costs) can be budgeted and identified as direct costs.

4.2. Inventory

Upon request, local jurisdictions will provide an inventory list to ADHS. The inventory list shall include all equipment purchased. Items over five-thousand (\$5,000.00) will require an ADHS asset tag.

4.3. Budget Allocation and Work Plan

4.3.1. The Contractor shall complete the budget tool provided by ADHS, and return to ADHS for review and approval. Funding will not be released until the budget has been approved by ADHS, and

4.3.2. All activities and procurements funded through the PHEP grant shall be aligned with the budget/spend plan and work plan. These tools shall help the Contractor reach the goals and objectives outlined in the Capability Deliverables section of this document.

4.4. Grant Activity Oversight

4.4.1. Each PHEP grant recipient shall maintain an appointed Preparedness Coordinator that will be responsible for oversight of all grant related activities. The Coordinator shall be the main point of contact in regards to the grant. The Coordinator shall work closely with ADHS to ensure all deliverables and requirements are met, and

CONTRACT NUMBER	INTERGOVERNMENTAL AGREEMENT
ADHS17-133192	SCOPE OF WORK

4.4.2. Pursuant to, and in compliance with, Standard Operating Procedures for Monitoring, ADHS shall coordinate with the appointed Preparedness Coordinator responsible for oversight of grant act to include compliance with sub-recipient monitoring.

4.5. Failure to meet the performance measures or deliverables may result in withholding from a portion of subsequent awards.

5. REPORTING DELIVERABLES

5.1. The Contractor Shall:

5.1.1. Submit mid-year and end of year progress information on the deliverables, performance measures and activities funded through the CDC Public Health Emergency Preparedness grant:

5.1.1.1. The mid-year report, covering July 1 to December 31, will be due no later than January 31st;

5.1.1.2. The end of year report, covering January 1 to June 30, will be due no later than May 31st; and

5.1.1.3. Report templates are available on the AZ-Program Information and Reporting Exchange (AZ-PIRE) website: <https://sites/google.com/azdhs.gov/az-pire/home>.

5.1.2. Submit the ADHS Budget Tool annually no later than May 1st each year. The proposed budget will be based upon the cost reimbursement budgetary guidelines. The ADHS Budget Tool is available on the AZ-PIRE website: <https://sites/google.com/azdhs.gov/az-pire/home>

5.1.3. Have the flexibility of making adjustments to the Budget categories. Adjustments to the final ADHS Budget Tool must be requested in writing and shall not be implemented until ADHS reviews and approves the request.

5.1.3.1. Adjustment requests will be limited to four (4) per fiscal year; and

5.1.3.2. It is the responsibility of the Contractor to coordinate and manage funds under this Contract.

5.1.4. Provide ADHS with updated critical contact information using the ADHS Critical Contact Sheet found on the AZ-PIRE website: <https://sites/google.com/azdhs.gov/az-pire/home>.

5.1.5. See Attachment B for deliverable requirements.

5.2. ADHS will:

5.2.1. Provide the Performance Measures templates (if applicable) in advance of the Due Date, and

5.2.2. Review and update the Critical Contact sheet every six months or as changes occur.

6. NOTICES, CORRESPONDENCE, REPORTS AND INVOICES

6.1. Notices, Correspondence and Reports from the Contractor to ADHS shall be sent to:

Arizona Department of Health Services
 Public Health Emergency Preparedness
 Bureau Chief
 150 N 18th Avenue Ste.150
 Phoenix, AZ 85007

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6.2. Notices, Correspondence and Payments from the ADHS to the Contractor shall be sent to:

Steve Rutherford
PO Box 936
Clifton, AZ 85533
Telephone: 928-865-2601
SRutherford@greenlee.az.us

6.3. Invoices shall be sent to invoices@azdhs.gov.

CONTRACT NUMBER	INTERGOVERNMENTAL AGREEMENT PRICE SHEET
ADHS17-133192	

Budget & Performance Period

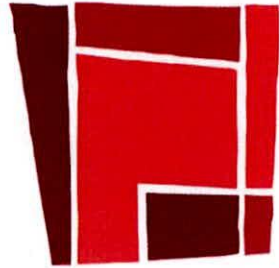
March 05, 2020 - March 15, 2021

Description	Amount
Tasks Per Amendment No.: Six (6) Paid through a Manual Purchase Order to expedite receipt of funds.	\$114,618.00
Additional funds for COVID-19 response, Amendment Seven (7), Paid through a Manual Purchase Order to expedite receipt of funds	\$145,232.00

PHEP Budget Period Two (2) Supplemental

July 1, 2020 – June 30, 2021

Description	Amount
Additional funds to enhance current PHEP activities per the deliverables in Amendment Seven (7) Attachment B.	\$182,949.00



ARIZONA DEPARTMENT OF HEALTH SERVICES

Attachment B

Bureau of Public Health Emergency Preparedness

GRANT DELIVERABLES

Project Period: 2019-2024

Budget Period 2

PERIOD OF PERFORMANCE

(July 1, 2020 – June 30, 2021)

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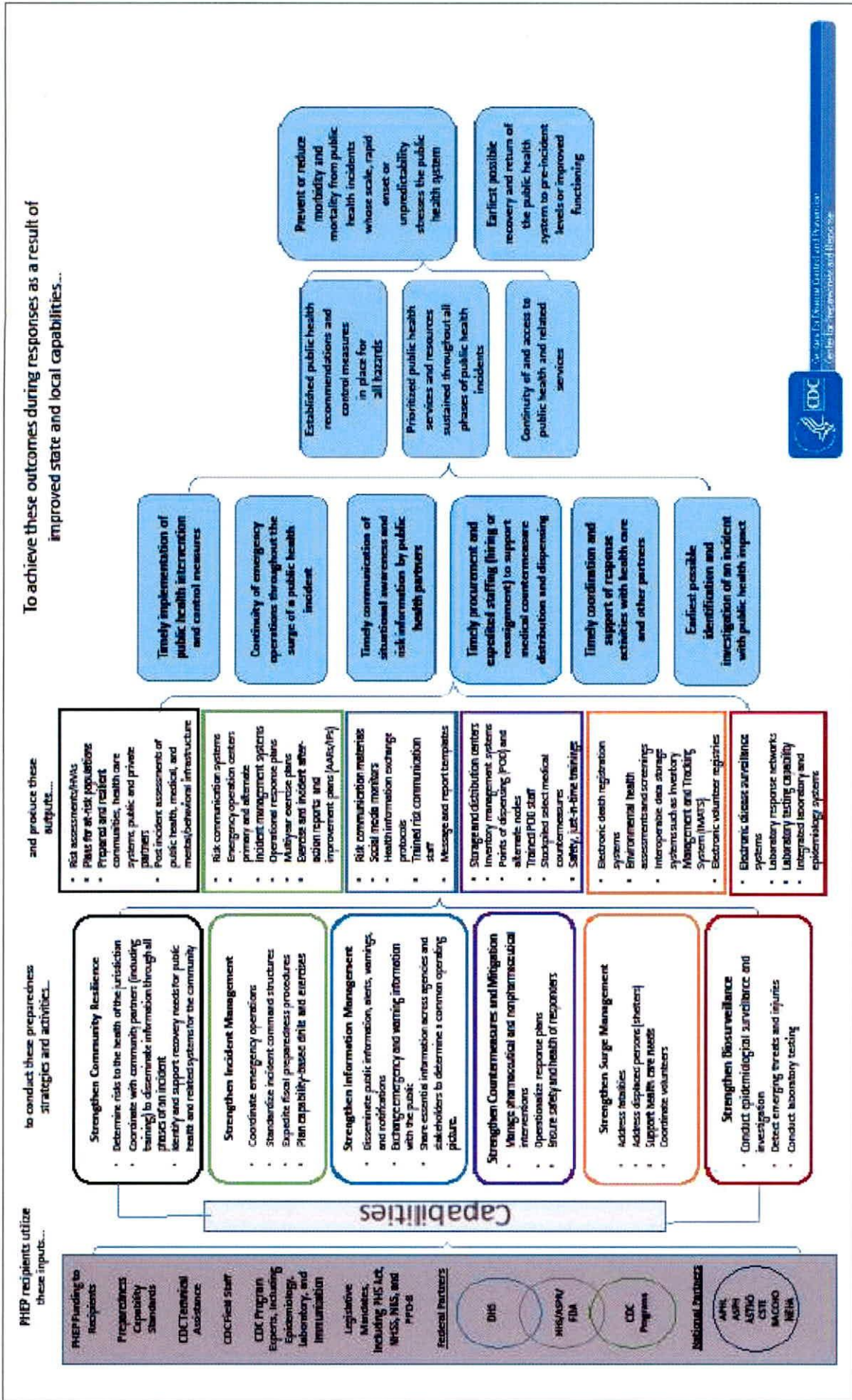
INTRODUCTION

The Grant Guidance Deliverable document was developed based, in part, on information set forth in the Centers for Disease Control and Prevention's Office of Public Health Preparedness and Responses funding opportunity announcement 2019-2024 -PHEP Cooperative Agreement CDC-RFA-TP19-1901 and continuation guidance from the CDC. During this five year project period, the Arizona Department of Health Services and sub-recipients (tribal and county health departments) will increase or maintain their levels of effectiveness across the six key preparedness domains using the logic model (Page 4) to achieve a prepared public health system.

The six preparedness domains are:

1. Strengthen Community Resilience
 - Capability 1: Community Preparedness
 - Capability 2: Community Recovery
2. Strengthen Incident Management
 - Capability 3: Emergency Operation Coordination
3. Strengthen Information Management
 - Capability 4: Emergency Public Information and Warning
 - Capability 6: Information Sharing
4. Strengthen Countermeasures and Mitigation
 - Capability 8: Medical Countermeasure Dispensing and Administration
 - Capability 9: Medical Materiel Management and Distribution
 - Capability 11: Non-Pharmaceutical Interventions
 - Capability 14: Responder Safety and Health
5. Strengthen Surge Management
 - Capability 5: Fatality Management
 - Capability 7: Mass Care
 - Capability 10: Medical Surge

- Capability 15: Volunteer Management
6. Strengthen Biosurveillance
- Capability 12: Public Health Laboratory Testing
 - Capability 13: Public Health Surveillance and Epidemiological Investigation



FEDERAL REQUIREMENTS

Project Period Requirements for ADHS (2019-2024)

- One fiscal preparedness tabletop exercise once during the five-year period
- One MCM distribution full-scale exercise once during the five-year period (**completed November 2019**)
- One MCM dispensing full-scale exercise or one mass vaccination full-scale exercise (one POD in each CRI local planning jurisdiction will be exercised) (**completed November 2019**)
- Complete two table top exercises (TTX) every five years. One TTX to demonstrate readiness for an anthrax scenario and one to demonstrate a pandemic influenza scenario.
- Complete one functional exercise every five years that focuses on the vaccination of at least one critical workforce group to demonstrate readiness for a pandemic influenza scenario.
- Complete one full scale exercise every five years to demonstrate operational readiness for a pandemic influenza scenario.

Funding Restrictions

Funding restrictions that will be considered for workplan and budget development:

- May not use funds for research.
- May not use funds for clinical care except as allowed by law.
- May not use funds for construction or major renovations.
- May use funds only for reasonable program purposes, including personnel, travel, supplies, and services.
- Generally, recipients may not use funds to purchase furniture or equipment. Any such proposed spending must be clearly identified in the budget.
- Reimbursement of pre-award costs generally is not allowed, unless the CDC provides written approval to ADHS on behalf of the sub-recipient.
- Other than for normal and recognized executive-legislative relationships, no funds may be used for:
 - publicity or propaganda purposes, for the preparation, distribution, or use of any material designed to support or defeat the enactment of legislation before any legislative body
 - the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before any legislative body

- See [Additional Requirement \(AR\) 12](#) for detailed guidance on this prohibition and [additional guidance on lobbying for CDC recipients](#).
- The direct and primary sub-recipient in a cooperative agreement program must perform a substantial role in carrying out project outcomes and not merely serve as a conduit for an award to another party or provider who is ineligible.

General Restrictions

- May supplement but not supplant existing state or federal funds for activities described in the budget.
- Payment or reimbursement of backfilling costs for staff is not allowed.
- None of the funds awarded to these programs may be used to pay the salary of an individual at a rate in excess of Executive Level II or \$189,600 per year.
- Funds may not be used to purchase or support (feed) animals for labs, including mice.
- Funds may not be used to purchase a house or other living quarters for those under quarantine. Rental may be allowed with approval from the CDC OGS.

Lobbying

- Other than for normal and recognized executive-legislative relationships, PHEP funds may not be used for:
- Publicity or propaganda purposes, for the preparation, distribution, or use of any material designed to support or defeat the enactment of legislation before any legislative body;
- The salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before any legislative body
- See [Additional Requirement \(AR\) 12](#) for detailed guidance on this prohibition and [additional guidance on lobbying for CDC recipients](#) (http://www.cdc.gov/grants/documents/Anti-Lobbying_Restrictions_for_CDC_Grantees_July_2012.pdf).

Passenger Road Vehicles

- Funds cannot be used to purchase over-the road passenger vehicles.
- Funds cannot be used to purchase vehicles to be used as means of transportation for carrying people or goods, such as passenger cars or trucks and electrical or gas-driven motorized carts.
- Can (with prior approval) use funds to lease vehicles to be used as means of transportation for carrying people or goods, e.g., passenger cars or trucks and electrical or gas-driven motorized carts during times of need.
- Additionally, PHEP grant funds can (with prior approval) be used to make transportation agreements with commercial carriers for movement of materials, supplies and equipment. There should be a written process for initiating transportation agreements

(e.g., contracts, memoranda of understanding, formal written agreements, and/or other letters of agreement). Transportation agreements should include, at a minimum:

- Type of vendor
- Number and type of vehicles, including vehicle load capacity and configuration
- Number and type of drivers, including certification of drivers
- Number and type of support personnel
- Vendor's response time
- Vendor's ability to maintain cold chain, if necessary to the incident
- This relationship may be demonstrated by a signed transportation agreement or documentation of transportation planning meeting with the designated vendor. All documentation should be available to the CDC project officer for review if requested.

Transportation of Medical Materiel

- PHEP funds may be used (with approved budget) to procure leased or rental vehicles for movement of materials, supplies and equipment.
- PHEP funds may be used (with approved budget) to purchase material-handling equipment (MHE) such as industrial or warehouse-use trucks to move materials, such as forklifts, lift trucks, turret trucks, etc. Vehicles must be of a type not licensed to travel on public roads.
- PHEP funds may be used (with approved budget) to purchase basic (non-motorized) trailers with prior approval from the CDC OGS.

Procurement of Food and Clothing

- Funds may not be used to purchase clothing such as jeans, cargo pants, polo shirts, jumpsuits, sweatshirts, or T-shirts. Purchase of vests to be worn during exercises or responses may be allowed.
- Generally, funds may not be used to purchase food.

Vaccines

- Contact ADHS with vaccine requests in support of an emergency or an exercise.

LOCAL PROGRAM REQUIREMENTS

Meetings

1. ADHS Grant Meetings

- a. Attend annual Preparedness Community Conference
- b. Attend annual Training and Exercise Planning Workshop
- c. Attend annual ADHS Jurisdictional Risk Assessment analysis workshop

Exercise Planning and Conduct

1. Local jurisdictions will conduct preparedness exercises in accordance with Homeland Security Exercise and Evaluation Program (HSEEP) fundamentals including:
 - a. Exercise design and development
 - b. Exercise conduct
 - c. Exercise evaluation and
 - d. Improvement planning
 - e. More information and templates are available at: <https://www.azdhs.gov/preparedness/emergency-preparedness/index.php#training-exercise-resources>

Health Care Coalition

1. As core members of the Arizona Coalition for Healthcare Emergency Response (AzCHER), full participation in the AzCHER meetings, exercises, and drills in your respective regions is required.

Northern Region

- County Representatives: Apache County, Coconino County, Navajo County, and Yavapai County
- Tribal Representatives: Hopi Tribe, Navajo Nation and White Mountain Apache Tribe

Western Region

- County Representatives: La Paz County, Mohave County, and Yuma County
- Tribal Representatives: Cocopah Indian Tribe, Colorado River Indian Tribes, Fort Mojave Indian Tribe, Kaibab-Paiute Tribe and Quechan Tribe

Central Region

- County Representatives: Gila County, Maricopa County, and Pinal County
- Tribal Representatives: Gila River Indian Community and Salt River Pima-Maricopa Indian Community

Southern Region

- County Representatives: Cochise County, Graham County, Greenlee County, Pima County and Santa Cruz County
- Tribal Representatives: Pascua Yaqui Tribe, San Carlos Apache Tribe, and Tohono O’odham Nation

Financial Requirements

1. **Match Requirement:** The PHEP award requires a 10% “in-kind” or “soft” match from all the grant participants. Each sub-recipient will include in their budget submission the format they will use to cover the match and method of documentation. **Failure to include the match formula will preclude funding.** ADHS may not award a contract under this programs unless the sub-recipient agrees that, with respect to the amount of the cooperative agreement allocated by ADHS, the sub-recipient will make available non-federal contributions in the amount of 10% (\$1 for each \$10 of federal funds provided in the cooperative agreement) of the award, whether provided through financial or direct assistance. Match may be provided directly or through donations from public or private entities and may be in cash or in kind, fairly evaluated, including plant, equipment or services. Amounts provided by the federal government or services assisted or subsidized to any significant extent by the federal government may not be included in determining the amount of such non-federal contributions. Documentation of match, including methods and sources, must be included in sub-recipient budgets each budget period, include calculations for both financial assistance and direct assistance, follow procedures for generally accepted accounting practices, and meet audit requirements.
2. **Total Direct costs:** Show the direct costs by listing the totals of each category, including salaries and wages, fringe benefits, consultant costs, equipment, supplies, travel, other, and contractual costs. Provide the total direct costs within the budget.

3. **Total Indirect Costs:** To claim indirect costs, the applicant organization must have a current approved indirect cost rate agreement established with the cognizant federal agency. A copy of the most recent indirect cost rate agreement must be provided with the application. Indirect cost percentage cannot exceed the state rate of 32%.
4. **Inventory:** Upon request, local jurisdictions will provide an inventory list to ADHS. The inventory list shall include all equipment purchased. Items over \$5,000 will require an ADHS asset tag. An asset tag will be provided after the submission of the invoice to ADHS that will include the serial number, make/model, and date of acquisition. Once received, ADHS will send sub-recipients a pre-filled property control (F4) form and the asset tag. The asset tag is to be placed on the asset and a photo of the asset tag affixed to the item(s) is required. The F4 form needs to be signed, dated and sent back via email to ADHS.
5. **Budget Allocation (PHEP funded staff and work plan)**
 - a. Complete the budget tool developed by ADHS and submit for review and approval. ADHS will not release funding to the sub-recipient until ADHS has approved the budget.
 - b. All activities and procurements funded through the CDC grant shall be aligned with your budget/spend plan and work plan that will help you reach the goals and objectives outlined in this document. Any items and activities that are not specifically tied to the PHEP program capabilities will be approved by ADHS before PHEP funds can be utilized on those activities/items.
6. **Grant Activity Oversight:** Each sub-recipient will appointed a PHEP Coordinator (full or part-time) that will have the responsibility for oversight of all grant related activities. The PHEP Coordinator will be the main point of contact for ADHS in regard to the CDC grant. This individual will work closely with ADHS to ensure all deliverables and requirements are met and will coordinate all activities surrounding any on/off site monitoring conducted by ADHS.
7. **Employee Certifications:** PHEP local jurisdictions are required to adhere to all applicable federal laws and regulations, including applicable OMB circulars and semiannual certification of employees who work solely on a single federal award. These certification forms will be prepared at least semiannually and signed by the employee or a supervisory official having firsthand knowledge of the work performed by the employee. Employees whose salaries are split funded are required to maintain Labor

Activity Reports (as requested by ADHS). These certification forms will be retained in accordance with 45 Code of Federal Regulation, Part 92.42

8. **Performance:** Failure to meet the deliverables and performance measures described in the Scope of Work may result in withholding from a portion of subsequent awards.

Plans, Training, and Exercise Implementation Criteria

Training and exercises shall be gap based and linked to the CDC PHEP Domains. Proposed training and exercises will be based on identified gaps from previous exercises, real-world responses, risk assessments (e.g. JRA, CPG, CAWP, THIRA), or other documented sources.

1. Program Requirements

- A. Sub-recipient PHEP programs should establish and maintain a collaborative working relationship with emergency management. This will include, but not be limited to; emergency communication planning, strategies for addressing emergency events, the management of the consequences of power failures, natural disasters and other events that would affect public health.
- B. Maintain documentation of all collaborative efforts with local and state emergency management
- C. Sub-Recipients should participate in ADHS sponsored table tops, functional exercises or other activities
 1. ADHS Coordination: Collaborate with ADHS throughout the planning process.
 2. At-Risk Individuals: Local jurisdictions will include provisions for the needs of at-risk individuals within each exercise. PHEP local jurisdictions will report on the strengths and areas for improvement identified through the coalition based exercise After Action Reports and Improvement Plans (AARs/IPs). To learn more about the U.S. Department of Health and Human Services' definition of "at-risk" population visit this website: <http://www.phe.gov/Preparedness/planning/abc/Pages/at-risk.aspx>
- D. Evaluation

1. PHEP-funded exercises will address and list applicable Public Health Emergency Preparedness (PHEP) Capabilities in all qualifying exercises. A qualifying exercise is one that meets PHEP-specific implementation criteria as described in the grant.
2. Exemption: A sub-recipient's response and recovery operations supporting real-world incidents could meet the criteria for an exercise requirements if the response was sufficient in scope and the AARs/IPs adequately detail which PHEP capabilities were evaluated. This will be addressed on an as-requested basis.

INFORMATION SERVICES

1. Local jurisdictions will have or have access to a secure alerting system that at a minimum has the ability to send email, faxes, and phone/ text alerts.

ADHS will provide training on the information systems and platforms as needed and/or requested. Examples of systems: EMResource, EMTrack, ESAR-VHP, AzHAN, iCAM, etc.

REPORTING

Progress on the deliverables, performance measures, and activities funded through the CDC grant will be reported as requested and in a timely manner to ensure ADHS has adequate time to compile the information and submit to the CDC.

Mid-Year Report

- a. Mid-year reports are expected in advance of the due date determined by ADHS. Mid-year report templates are integrated within the sub-recipient workplan templates.
- b. Update jurisdictional points of contact twice during each budget period (July 1 and December 31), or as changes occur, to facilitate time-sensitive, accurate information sharing within the local jurisdictions and between ADHS and the sub-recipients.

Annual Report (End of Year)

- a. Annual reports are expected in advance of the due date determined by ADHS. End-of-year report templates are integrated within the sub-recipient workplan templates.

Planning, Training, and Exercise Deliverables

Program Activities	Due Date	Applies To	Comments
Attend Training and Exercise Planning Workshop	Once annually	All Counties Tribes	<ul style="list-style-type: none"> • PHEP Coordinator and/or designee
Attend Annual Preparedness Community Conference	Once annually	All Counties Tribes	<ul style="list-style-type: none"> • PHEP Coordinator and/or a designee
Submit a draft Multi Year Training and Exercise Plan (MYTEP)	Annually as part of the sub-recipient Mid-Year Report	All Counties Tribes	<ul style="list-style-type: none"> • MYTEP consist of three parts: <ul style="list-style-type: none"> ○ Narrative ○ Training schedule ○ Exercise schedule • Covering the time period from July 1, 2020 to June 30, 2022
Submit a final MYTEP	Annually as part of the sub-recipient Workplan	All Counties Tribes	<ul style="list-style-type: none"> • Template on the ADHS AZ-PIRE website: https://sites.google.com/azdhs.gov/az-pire •
Training and Exercise Schedule for Budget Period 2 (2020 – 2021)	Annually, no later than July 31 st	All Counties Tribes	<ul style="list-style-type: none"> • Template on the ADHS AZ-PIRE website: https://sites.google.com/azdhs.gov/az-pire

Program Activities	Due Date	Applies To	Comments
Validate trainings conducted using the ADHS Training Validation Report (TVR)	Twice annually as part of the sub-recipient Mid-year and End-of-Year reports	All Counties Tribes	<ul style="list-style-type: none"> For trainings conducted July 1, 2020 to June 30, 2021 Template on the ADHS AZ-PIRE website: https://sites.google.com/azdhs.gov/az-pire
After Action Reports/Improvement Plans (AARs/IPs)	Per HSEEP, within 120 days of exercise conduct	All Counties Tribes	<ul style="list-style-type: none"> Template and HSEEP guidelines can be found on the ADHS AZ-PIRE website: https://sites.google.com/azdhs.gov/az-pire
<p>Required plans:</p> <ul style="list-style-type: none"> Emergency Response Pandemic Influenza Fatality Management Medical Counter Measures Receipt and Dispensing Continuity of Operations Health Emergency Operations Center Volunteer Management 	All plans to be completed, reviewed, and made available by the end of the five year project period	All Counties Tribes	<ul style="list-style-type: none"> Emergency Response Plan toolkits and resources are located at: www.azdhs.gov/emergencyplans Plans will be uploaded to the respective sub-recipient page on the ADHS AZ-PIRE website: https://sites.google.com/azdhs.gov/az-pire

STRATEGIES AND ACTIVITIES

Domain Strategy 1: Strengthen Community Resilience

Community resilience is the ability of a community, through public health agencies, to develop, maintain, and utilize collaborative relationships among government, private, and community organizations to develop and utilize shared plans for responding to and recovering from disasters and public health emergencies.

Associated Capabilities

- Capability 1: Community Preparedness
- Capability 2: Community Recovery

Domain Activity: Determine the Risks to the Health of the Jurisdiction	Deliverable	Applies To	Due Date
<p>Conduct public health jurisdictional risk assessment (JRA), in collaboration with HPP, to identify potential hazards, vulnerabilities, and risks within the community that relate to the public health, medical, and mental/behavioral health systems and the access and functional needs of at-risk individuals.</p> <p>ADHS recommends a collaborative and flexible risk assessment process that includes input from existing hazard and vulnerability analyses conducted by emergency management, AzCHER and other health care organizations, as well as other community partners and stakeholders.</p> <p>Jurisdictions should analyze JRA results, and use diverse data sources such as the HHS Capabilities Planning Guide (CPG), previous risk assessments, jurisdictional incident AARs/IPs, site visit observations, jurisdictional data from the National Health Security Preparedness Index, and other jurisdictional priorities and strategies, to help determine their strategic</p>	<p>Conduct a JRA and report results to ADHS.</p>	<p>All Counties Tribes</p>	<p>Once every five years from the date of the last JRA (or equivalent)</p>

Domain Strategy 1: Strengthen Community Resilience

Community resilience is the ability of a community, through public health agencies, to develop, maintain, and utilize collaborative relationships among government, private, and community organizations to develop and utilize shared plans for responding to and recovering from disasters and public health emergencies.

Associated Capabilities

- Capability 1: Community Preparedness
- Capability 2: Community Recovery

priorities, identify program gaps, and, ultimately prioritize preparedness investments.

Domain Activity: Ensure HPP Coordination (Health Care System)

The purpose of this collaboration is to ensure a shared approach to delivering public health services alongside health care services to mitigate the public health consequences of emergencies. PHEP resources cannot be used to supplant HPP programmatic activities. However, there are areas where coordinated planning and collaboration between the programs are beneficial, including exercising and training.

Jurisdictions must participate in one statewide or conduct one regional full-scale exercise (FSE) within the five-year project period. Exercises must include participation from AzCHER and include, at a minimum, hospitals, emergency management agencies, and emergency medical services (EMS).

Local Jurisdictions must participate in one ADHS-sponsored statewide full-scale exercise, OR
 Participate/conduct a regional full-scale exercise, OR
 ADHS may consider a real-world response as an acceptable substitute

All Counties
 Tribes

By BP5 (2023-2024)

Domain Strategy 1: Strengthen Community Resilience

Community resilience is the ability of a community, through public health agencies, to develop, maintain, and utilize collaborative relationships among government, private, and community organizations to develop and utilize shared plans for responding to and recovering from disasters and public health emergencies.

Associated Capabilities

- Capability 1: Community Preparedness
- Capability 2: Community Recovery

Domain Activity: Plan for the Whole Community

Working in collaboration with HPP, continue to build and sustain local health department and community partnerships to ensure that activities have the widest possible reach with the strongest possible ties to the community. Local jurisdictions should focus on two activities simultaneously:

- Coordination with local stakeholders to review collaboration efforts with local agencies they represent; and
- Engage with key community partners who have established relationships with diverse at-risk populations, to include mental/behavioral health and pediatric populations.
- Develop or expand child-focused planning and partnerships.
- Consider family reunification plans for schools and child care centers.

Plan for individuals with disabilities and others with access and functional needs. Use a flexible approach to define populations at risk to jurisdictional threats and hazards. Address a broad set of common access and functional needs using the Communication, Maintaining Health, Independence, Services and Support, and Transportation (CMIST) framework.

AARs and plans should provide evidence of a whole community approach when planning, training and exercising.

All Counties
Tribes

June 30, 2021

Domain Strategy 1: Strengthen Community Resilience

Community resilience is the ability of a community, through public health agencies, to develop, maintain, and utilize collaborative relationships among government, private, and community organizations to develop and utilize shared plans for responding to and recovering from disasters and public health emergencies.

Associated Capabilities

- Capability 1: Community Preparedness
- Capability 2: Community Recovery

Identify individuals with access and functional needs that may be at risk of being disproportionately impacted by incidents with public health consequences. Examples of populations with access and functional needs include, but are not limited to, children, pregnant women, postpartum and lactating women, racial and ethnic minorities, older adults, persons with disability, persons with chronic disease, persons with limited English proficiency, persons with limited transportation, persons experiencing homelessness, and disenfranchised populations.

Domain Activity: Focus on Tribal Planning and Engagement

Deliverable

Due Date

Support the engagement between county and tribal public health departments in a meaningful and mutually beneficial way to ensure that all community members fully and equally served, while also recognizing the inherent responsibility of those nations to support their members in a culturally appropriate manner.

Documentation of collaborative efforts to ensure appropriate efforts are made to develop public health preparedness and response capability. May be included in regular workplan reports.

All Counties
Tribes

June 30, 2021

Domain Strategy 2: Strengthen Incident Management

Incident management is the ability to activate, coordinate, and manage public health emergency operations throughout all phases of an incident through use of a flexible and scalable incident command structure that is consistent with the NIMS and coordinated with the jurisdictional incident, unified, or area command structure.

Associated Capability

- Capability 3: Emergency Operations Coordination

Domain Activity: Activate and Coordinate Public Health Emergency Operations	Deliverable	Applies To	Due Date
<p>Updated all-hazards preparedness and response plans should include but not limited to:</p> <ul style="list-style-type: none"> • Procedures to conduct preliminary assessments to determine the need for activation of public health emergency operations; • Process for establishing a scalable public health incident management structure that is consistent with NIMS and jurisdictional standards; • Procedures for activating, operating, managing, and staffing the public health emergency operations center (HEOC) or implementing public health functions within another emergency operations center; • Designation of primary and alternate HEOC locations, including virtual communication structures; • Procedures for demobilizing public health emergency operations; and • A description of how the jurisdiction will use Emergency Management Assistance Compact (EMAC) or other mutual aid agreements for public health and medical mutual aid to support coordinated activities and to share resources and other potential support required when responding to emergencies. At minimum, this plan should include the following: <ul style="list-style-type: none"> ○ Procedures for evaluating, responding to, and seeking reimbursement for resources deployed under EMAC; 	<p>Development, update/review of the Emergency Response Plan</p>	<p>All Counties Tribes</p>	<p>June 30, 2021, uploaded to the ADHS AZ-PIRE website</p>

Domain Strategy 2: Strengthen Incident Management

Incident management is the ability to activate, coordinate, and manage public health emergency operations throughout all phases of an incident through use of a flexible and scalable incident command structure that is consistent with the NIMS and coordinated with the jurisdictional incident, unified, or area command structure.

Associated Capability

- **Capability 3: Emergency Operations Coordination**

<ul style="list-style-type: none"> ○ Procedures on how information will be shared for a resource request and deployment; ○ Redundant points of contact for all public health and medical Mission Ready Packages (MRPs) as applicable; and ○ Description of reimbursement processes following a deployment for both the deployed personnel and the key internal staff. 			
<p>Maintain a current COOP plan that includes the following elements.</p> <ul style="list-style-type: none"> • Definitions, identification, and prioritization of essential services needed to sustain public health agency mission and operations; • Procedures to sustain essential services regardless of the nature of the incident (all-hazards planning); • Positions, skills, and personnel needed to continue essential services and functions (human capital management); • Identification of public health agency and personnel roles and responsibilities in support of ESF #8; • Scalable workforce in response to needs of the incident; • Limited access to facilities due to issues such as structural safety or security concerns; • Broad-based implementation of social distancing policies; 	<p>Development or update/review of the Continuity of Operations Plan</p>	<p>All Counties Tribes</p>	<p>June 30, 2021, uploaded to the ADHS AZ-PIRE website</p>

Domain Strategy 2: Strengthen Incident Management

Incident management is the ability to activate, coordinate, and manage public health emergency operations throughout all phases of an incident through use of a flexible and scalable incident command structure that is consistent with the NIMS and coordinated with the jurisdictional incident, unified, or area command structure.

Associated Capability

- **Capability 3: Emergency Operations Coordination**

<ul style="list-style-type: none"> • Identification of agency vital records (such as legal documents, payroll, personnel assignments) that must be preserved to support essential functions or for other reasons; • Alternate and virtual work sites; • Devolution of uninterruptible services for scaled down operations; • Reconstitution of uninterruptible services; and • Cost of additional services to augment recovery. 			
<p><i>Maintain personnel lists.</i> Identify personnel to fulfill required incident command and public health incident management roles. Test staff assembly processes for notifying personnel to report physically or virtually to the public health emergency operations center or jurisdictional emergency operations center during a drill or real-time incidents at least once during the budget period.</p>	<p>Maintain listing of personnel using the ADHS Critical Contact Sheet</p> <p>Conduct drill or use real-world incident to test staff assembly processes.</p>	<p>All Counties Tribes</p> <p>All Counties Tribes</p>	<p>Twice annually</p> <p>Once during BP2</p>

Domain Strategy 3: Strengthen Information Management

Information management is the ability to develop and maintain systems and procedures that facilitate the communication of timely, accurate, and accessible information, alerts, and warnings using a whole community approach. It also includes the ability to exchange health information and situational awareness with federal, state, local, territorial, and tribal governments and partners.

Associated Capabilities

- Capability 4: Emergency Public Information and Warning
- Capability 6: Information Sharing

Domain Activity: Coordinate Information Sharing	Deliverable	Applies To	Due Date
<p>Have or have access to communication systems that maintain or improve reliable, resilient, interoperable, and redundant information and communication systems and platforms, including those for bed availability, EMS data, and patient tracking, and provide access to AzCHER members and other partners and stakeholders.</p>	<p>Include in appropriate plans the identification of primary and redundant communication platforms.</p>	<p>All Counties Tribes</p>	<p>June 30, 2021</p>
<p>Such systems, whether they are internally managed or externally hosted on shared platforms, must be capable of supporting syndromic surveillance, integrated surveillance, active and/or passive mortality surveillance, public health registries, situational awareness dashboards, and other public health and preparedness activities.</p>	<p>Testing of the platforms every six months.</p>	<p>All Counties Tribes</p>	<p>Twice annually</p>
<p>Have plans in place that identify redundant communication platforms (primary and secondary) and a cycle of maintenance and testing of these platforms every six months.</p>			

Domain Strategy 3: Strengthen Information Management

Information management is the ability to develop and maintain systems and procedures that facilitate the communication of timely, accurate, and accessible information, alerts, and warnings using a whole community approach. It also includes the ability to exchange health information and situational awareness with federal, state, local, territorial, and tribal governments and partners.

Associated Capabilities

- Capability 4: Emergency Public Information and Warning
- Capability 6: Information Sharing

Domain Activity: Coordinate Emergency Information and Warning

<p>A communication plan should identify the public information officer (PIO) and supporting personnel responsible for implementing jurisdictional public information and communication strategies. Plans must outline requirements and duties; roles and responsibilities; and required qualifications or skills for PIO personnel.</p>	<p>Development, update/review of a Crisis Emergency Risk Communication plan</p>	<p>All Counties Tribes</p>	<p>June 30, 2021, uploaded to the ADHS AZ-PIRE website</p>
<p>Use crisis and emergency risk emergency communication (CERC) principles to disseminate critical health and safety information to alert the media, public, community-based organizations, and other stakeholders to potential health risks and reduce the risk of exposure. Develop message templates based on planning or risk scenarios identified in risk assessments and incorporate these into the communication plans as applicable.</p>	<p>Ensure that PIO, or designees, receive appropriate ICS training.</p>	<p>All Counties Tribes</p>	<p>As personnel staffing changes occur</p>
<p>Ensure that communication plans have processes for coordinating public messaging during infectious disease outbreaks and information sharing regarding monitoring and tracking of cases of persons under investigation to ensure maximum coordination and consistency of messaging.</p>			

Domain Strategy 4: Strengthen Countermeasures and Mitigation

Countermeasures and mitigation is the ability to distribute, dispense, and administer medical countermeasures (MCMs) to reduce morbidity and mortality and to implement appropriate non-pharmaceutical and responder safety and health measures during response to a public health incident.

Associated Capabilities

- Capability 8: Medical Countermeasure Dispensing and Administration
- Capability 9: Medical Materiel Management and Distribution
- Capability 11: Non-pharmaceutical Interventions
- Capability 14: Responder Safety and Health

Domain Activity: Develop and Test MCM Distribution, Dispensing, and Vaccine Administration Plans	Deliverable	Applies To	Due Date
<p>Operationalize MCM distribution, dispensing, and vaccine administration plans through development, training, exercising, and evaluating these MCM plans. Managing access to and administration of countermeasures and ensuring the safety and health of clinical and other personnel are important priorities for preparedness and continuity of operations.</p> <p>Engage key partners, to include AzCHER, in the development, training, and exercising of plans for MCM distribution, dispensing, and vaccine administration. This includes open and closed points of dispensing (POD) plans and plans to leverage community vaccine providers in large pandemic influenza-like responses.</p>	<p>Development, update/review of Medical Countermeasures plans</p>	<p>All Counties Tribes</p>	<p>June 30, 2021, uploaded to the ADHS AZ-PIRE website</p>

Domain Strategy 4: Strengthen Countermeasures and Mitigation

Countermeasures and mitigation is the ability to distribute, dispense, and administer medical countermeasures (MCMs) to reduce morbidity and mortality and to implement appropriate non-pharmaceutical and responder safety and health measures during response to a public health incident.

Associated Capabilities

- Capability 8: Medical Countermeasure Dispensing and Administration
- Capability 9: Medical Materiel Management and Distribution
- Capability 11: Non-pharmaceutical Interventions
- Capability 14: Responder Safety and Health

Domain Activity: Demonstrate Operational Readiness for Pandemic Influenza			
<p>For pandemic influenza preparedness planning, all sub-recipients must collaborate with their respective immunizations programs to develop, maintain, and exercise pandemic influenza plans to prevent, control, and mitigate the impact of pandemic influenza on the public's health and to help meet pandemic vaccination goals for the general population.</p>	<p>Pandemic Influenza plan should provide evidence of collaboration with respective immunization programs. If a jurisdiction does not have an immunization program then provide evidence of collaboration with county/state level programs.</p>	<p>All Counties Tribes</p>	<p>June 30, 2021, uploaded to the ADHS AZ-PIRE website</p>
Domain Activity: Maintain Preparedness Plans Based on Risks	Deliverable	Applies To	Due Date
<p>All local jurisdictions must have in place essential planning elements to respond to both an intentional release of anthrax and a pandemic influenza.</p>	<p>Development, update/review of Medical Countermeasures plans</p>	<p>All Counties Tribes</p>	<p>June 30, 2021, uploaded to the ADHS AZ-PIRE website</p>

Domain Strategy 4: Strengthen Countermeasures and Mitigation

Countermeasures and mitigation is the ability to distribute, dispense, and administer medical countermeasures (MCMs) to reduce morbidity and mortality and to implement appropriate non-pharmaceutical and responder safety and health measures during response to a public health incident.

Associated Capabilities

- Capability 8: Medical Countermeasure Dispensing and Administration
- Capability 9: Medical Materiel Management and Distribution
- Capability 11: Non-pharmaceutical Interventions
- Capability 14: Responder Safety and Health

For a public health response to an intentional release of anthrax, all sub-recipients must have updated plans that outline how the jurisdiction will provide medical countermeasures, including antibiotics and vaccines, to the potentially infected populations within 48 hours. Plans should be effectively coordinated with state and other local planning partners.

All sub-recipients and CRI jurisdictions must seek subject matter expertise and collaborate with health department programs including immunization programs and other subject matter experts to update pandemic influenza plans to prevent, control, and mitigate the impact on the public's health. Plans should address ways to help meet pandemic vaccination goals for the general population and goals targeting vaccination of critical workforce personnel:

- Determine jurisdictional readiness to vaccinate critical workforce personnel with two doses of pandemic influenza vaccine, separated by 21 days, within four weeks of influenza vaccine availability;
- Determine readiness of the jurisdiction's vaccine providers and partners to vaccinate at least 80% of the jurisdiction's population with two doses of pandemic influenza vaccine, separated by 21 days, within 12 weeks of pandemic influenza vaccine availability; and

Domain Strategy 4: Strengthen Countermeasures and Mitigation

Countermeasures and mitigation is the ability to distribute, dispense, and administer medical countermeasures (MCMs) to reduce morbidity and mortality and to implement appropriate non-pharmaceutical and responder safety and health measures during response to a public health incident.

Associated Capabilities

- Capability 8: Medical Countermeasure Dispensing and Administration
- Capability 9: Medical Materiel Management and Distribution
- Capability 11: Non-pharmaceutical Interventions
- Capability 14: Responder Safety and Health

- Estimate pandemic vaccine administration capacity based on potential number, types, participation rate, and throughput of vaccine providers and settings. This includes health care provider offices, pharmacies, school-based health centers, worksites and occupational health clinics, hospitals, federal facilities with vaccine administration capabilities, and PODs or dispensing and vaccination clinics that would participate in a pandemic vaccine response.

Domain Activity: Conduct Required MCM Exercises

CDC requires the following progressive exercises in the 2019-2024 performance period. A real incident that incorporates the same operational elements fulfills any level of exercise requirement for the same operational period.

Complete three annual drills that address: facility setup, staff notification and assembly, and site activation.

All deliverables apply to CRI counties

No later than June 30, 2021, results recorded in DCIPHER

Domain Strategy 4: Strengthen Countermeasures and Mitigation

Countermeasures and mitigation is the ability to distribute, dispense, and administer medical countermeasures (MCMs) to reduce morbidity and mortality and to implement appropriate non-pharmaceutical and responder safety and health measures during response to a public health incident.

Associated Capabilities

- Capability 8: Medical Countermeasure Dispensing and Administration
- Capability 9: Medical Materiel Management and Distribution
- Capability 11: Non-pharmaceutical Interventions
- Capability 14: Responder Safety and Health

Throughput estimation is now completed as part of the dispensing full-scale exercise (FSE). However, if a site does not participate in the dispensing FSE (for example, participates in immunization FSE in lieu of dispensing FSE), oral MCM throughput will be measured and information submitted at least once during the five-year period.

Alternating each year between anthrax and pandemic influenza scenarios.

Complete two table top exercises every five years. On to demonstrate readiness for an anthrax scenario, and one for a pandemic influenza scenario.

Complete a functional exercise once every five years, focusing on vaccination of at least one critical workforce group, to

Determined by the local jurisdiction, submitted in DCIPHER

Once during this five year project period.

Once during this five year project period.

Domain Strategy 4: Strengthen Countermeasures and Mitigation

Countermeasures and mitigation is the ability to distribute, dispense, and administer medical countermeasures (MCMs) to reduce morbidity and mortality and to implement appropriate non-pharmaceutical and responder safety and health measures during response to a public health incident.

Associated Capabilities

- Capability 8: Medical Countermeasure Dispensing and Administration
- Capability 9: Medical Materiel Management and Distribution
- Capability 11: Non-pharmaceutical Interventions
- Capability 14: Responder Safety and Health

	<p>demonstrate readiness for a pandemic influenza scenario.</p> <p>Demonstrate operational readiness for a pandemic influenza scenario through the completion of an FSE once every five years.</p>		<p>Once during this five year project period (completed in November 2019)</p>
Domain Activity: Participate in ORRs			
<p>The ORR maintains an MCM focus but will also include pandemic influenza planning and response elements. Beginning in July 2020, the start of Budget Period 2, CDC plans to expand the ORR to include a comprehensive evaluation of planning and operational readiness based on elements across all 15 public health preparedness and response capabilities.</p>	<p>Complete the Operational Readiness Review</p>	<p>CRI counties</p>	<p>No later than June 30, 2021, submitted via DCIPHER</p>

Domain Strategy 4: Strengthen Countermeasures and Mitigation

Countermeasures and mitigation is the ability to distribute, dispense, and administer medical countermeasures (MCMs) to reduce morbidity and mortality and to implement appropriate non-pharmaceutical and responder safety and health measures during response to a public health incident.

Associated Capabilities

- Capability 8: Medical Countermeasure Dispensing and Administration
- Capability 9: Medical Materiel Management and Distribution
- Capability 11: Non-pharmaceutical Interventions
- Capability 14: Responder Safety and Health

CRI health departments that have successfully achieved Project Public Health Ready (PPHR) recognition (or re-recognition) status will qualify for exemption from the planning elements of the ORR process. Successful and active PPHR recognition will fulfill the local ORR planning requirements for the duration of the five-year recognition period. Similar to accreditation, local jurisdictions that have a role in public health response activities may apply for PPHR recognition through a state-supported model. States unfamiliar with the PPHR process should contact the National Association of County and City Health Officials (NACCHO), which administers the PPHR program.

Domain Activity: Conduct Inventory Management Tracking System Annual Tests

Deliverable

Due Date

The capability of jurisdictions to receive electronic SNS/MCM related inventory ensures the timely receipt, distribution, accountability, and recovery of assets distributed to local jurisdictions through the state.

Participate in an annual inventory management system test to receive electronic inventory data.

All Counties
Tribes (optional)

No later than
June 30, 2021.

Domain Strategy 4: Strengthen Countermeasures and Mitigation

Countermeasures and mitigation is the ability to distribute, dispense, and administer medical countermeasures (MCMs) to reduce morbidity and mortality and to implement appropriate non-pharmaceutical and responder safety and health measures during response to a public health incident.

Associated Capabilities

- Capability 8: Medical Countermeasure Dispensing and Administration
- Capability 9: Medical Materiel Management and Distribution
- Capability 11: Non-pharmaceutical Interventions
- Capability 14: Responder Safety and Health

<p>Jurisdictions that use the iCam inventory management system will be required to utilize iCam to receive and verify inventory allotments, adjust inventory based on distribution and electronically “return” unused materiel.</p> <p>Jurisdictions that use a “non-iCam” system will be required to use respective inventory system to receive an electronic file, verify receipt, adjust inventory levels, and “return” unused materiel.</p>	<p>Real world response that involves the receipt of distributed resources from ADHS will satisfy this activity.</p>		
<p>Domain Activity: Update Local Distribution Site (LDS) Survey</p>			
<p>Review/update the LDS survey form once annual. LDS site information is required for the primary site.</p> <p>Local jurisdictions are encouraged to validate each LDS site with a law enforcement representative at least once every three years.</p>	<p>Review/update completed LDS survey form.</p> <p>Using DCIPHER, complete the LDS Site Survey form for both primary and secondary sites.</p>	<p>All Counties Tribes (optional)</p> <p>CRI counties</p>	<p>Twice Annually</p>

Domain Strategy 4: Strengthen Countermeasures and Mitigation

Countermeasures and mitigation is the ability to distribute, dispense, and administer medical countermeasures (MCMs) to reduce morbidity and mortality and to implement appropriate non-pharmaceutical and responder safety and health measures during response to a public health incident.

Associated Capabilities

- Capability 8: Medical Countermeasure Dispensing and Administration
- Capability 9: Medical Materiel Management and Distribution
- Capability 11: Non-pharmaceutical Interventions
- Capability 14: Responder Safety and Health

Domain Activity: Coordinate Non-pharmaceutical Interventions

Coordinate with and support partner agencies to plan and implement non-pharmaceutical interventions (NPIs) by developing and updating plans for isolation, quarantine, temporary school and child care closures and dismissals, mass gathering (large event) cancellations and restrictions on movement, including border control measures.

Plans must:
Document applicable jurisdictional, legal, and regulatory authorities necessary for implementation of NPIs in routine and incident-specific situations.

Delineate roles and responsibilities of health, law enforcement, emergency management, chief executive, and other relevant agencies and partners.

All Counties

June 30, 2021

Domain Strategy 4: Strengthen Countermeasures and Mitigation

Countermeasures and mitigation is the ability to distribute, dispense, and administer medical countermeasures (MCMs) to reduce morbidity and mortality and to implement appropriate non-pharmaceutical and responder safety and health measures during response to a public health incident.

Associated Capabilities

- Capability 8: Medical Countermeasure Dispensing and Administration
- Capability 9: Medical Materiel Management and Distribution
- Capability 11: Non-pharmaceutical Interventions
- Capability 14: Responder Safety and Health

	<p>Define procedures, triggers, and necessary authorizations to implement NPIs, whether addressing individuals, groups, facilities, animals, food products, public works/utilities, or travelers passing through ports of entry.</p> <p>Determine occupational and exposure prevention measures, such as decontamination or evacuation strategies.</p>		
Domain Activity: Ensure Safety and Health of Responders			
Local jurisdictions must assist, train, and provide resources necessary to protect public health first responders, critical workforce personnel, and	Assistance may include personal protective equipment (PPE), MCMs,	All Counties	June 30, 2021

Domain Strategy 4: Strengthen Countermeasures and Mitigation

Countermeasures and mitigation is the ability to distribute, dispense, and administer medical countermeasures (MCMs) to reduce morbidity and mortality and to implement appropriate non-pharmaceutical and responder safety and health measures during response to a public health incident.

Associated Capabilities

- Capability 8: Medical Countermeasure Dispensing and Administration
- Capability 9: Medical Materiel Management and Distribution
- Capability 11: Non-pharmaceutical Interventions
- Capability 14: Responder Safety and Health

critical infrastructure workforce from hazards during response and recovery operations.

workplace violence training, psychological first aid training, and other resources specific to an emergency that would protect responders and health care workers from illness or injury at the state and local levels. This may include developing clearance goals for contaminated areas based on guidance from a committee of subject matter experts.

Domain Strategy 5: Strengthen Surge Management

Surge management is the ability to coordinate jurisdictional partners and stakeholders to ensure adequate public health, health care, and behavioral services and resources are available during events that exceed the limits of the normal public health and medical infrastructure of an affected community. This includes coordinating expansion of access to public health, health care and behavioral services; mobilizing medical and other volunteers as surge personnel; conducting ongoing surveillance and public health assessments at congregate locations; and coordinating with organizations and agencies to provide fatality management services.

Associated Capabilities

- Capability 5: Fatality Management
- Capability 7: Mass Care
- Capability 10: Medical Surge
- Capability 15: Volunteer Management

Domain Activity: Coordinate Activities to Manage Public Health and Medical Surge	Deliverable	Applies To	Due Date
<p>Coordinate with emergency management, and other relevant partners and stakeholders to assess the public health and medical surge needs of the affected community.</p>	<p>At minimum, local jurisdictions must have written plans in place that clearly define the public health roles and responsibilities during surge operations and outline procedures on how public health will engage the health care system to provide and receive situational awareness throughout the surge event.</p>	<p>All Counties Tribes</p>	<p>June 30, 2021</p>

Domain Strategy 5: Strengthen Surge Management

Surge management is the ability to coordinate jurisdictional partners and stakeholders to ensure adequate public health, health care, and behavioral services and resources are available during events that exceed the limits of the normal public health and medical infrastructure of an affected community. This includes coordinating expansion of access to public health, health care and behavioral services; mobilizing medical and other volunteers as surge personnel; conducting ongoing surveillance and public health assessments at congregate locations; and coordinating with organizations and agencies to provide fatality management services.

Associated Capabilities

- Capability 5: Fatality Management
- Capability 7: Mass Care
- Capability 10: Medical Surge
- Capability 15: Volunteer Management

Domain Activity: Coordinate Public Health, Health Care, Mental/Behavioral Health, and Human Services Needs during Mass Care Operations

Local jurisdictions should coordinate with key partner agencies to address, within congregate locations (excluding shelter-in-place locations), the public health, health care, mental/behavioral health, and human services needs of those impacted by an incident. In collaboration with ESF #8 partners, health care, emergency management, and other pertinent stakeholders, local jurisdictions should develop, refine, or maintain written plans that identify the public health roles and responsibilities in supporting mass care operations.

At minimum, these plans should address:
Procedures on how ongoing surveillance and public health assessments will be coordinated to ensure that the public health, health care, mental/behavioral health and human services needs of those impacted by the incident continue to be met while at congregate locations; and

All Counties
Tribes

June 30, 2021

Domain Strategy 5: Strengthen Surge Management

Surge management is the ability to coordinate jurisdictional partners and stakeholders to ensure adequate public health, health care, and behavioral services and resources are available during events that exceed the limits of the normal public health and medical infrastructure of an affected community. This includes coordinating expansion of access to public health, health care and behavioral services; mobilizing medical and other volunteers as surge personnel; conducting ongoing surveillance and public health assessments at congregate locations; and coordinating with organizations and agencies to provide fatality management services.

Associated Capabilities

- Capability 5: Fatality Management
- Capability 7: Mass Care
- Capability 10: Medical Surge
- Capability 15: Volunteer Management

	Procedures to support or implement family reunification, including any special considerations for children.		
Domain Activity: Coordinate with Partners to Address Public Health Needs during Fatality Management Operations			
<p>Coordinate with and support partner agencies to address fatality management needs resulting from an incident</p> <p>In collaboration with jurisdictional partners and stakeholders, local jurisdictions should conduct the following activities.</p> <p>Coordinate with subject matter experts and cross-disciplinary partners and stakeholders to clarify, document, and communicate the public health</p>	Development, update/review of Fatality Management plan	All Counties Tribes	June 30, 2021, uploaded to the ADHS AZ-PIRE website

Domain Strategy 5: Strengthen Surge Management

Surge management is the ability to coordinate jurisdictional partners and stakeholders to ensure adequate public health, health care, and behavioral services and resources are available during events that exceed the limits of the normal public health and medical infrastructure of an affected community. This includes coordinating expansion of access to public health, health care and behavioral services; mobilizing medical and other volunteers as surge personnel; conducting ongoing surveillance and public health assessments at congregate locations; and coordinating with organizations and agencies to provide fatality management services.

Associated Capabilities

- Capability 5: Fatality Management
- Capability 7: Mass Care
- Capability 10: Medical Surge
- Capability 15: Volunteer Management

agency role in fatality management, based on jurisdictional risks, incident needs, and partner and stakeholder authorities.

The public health agency role may include supporting:

- Recovery, preservation, and release of remains,
- Identification of the deceased,
- Determination of cause and manner of death, including whether disaster-related
- Provision of mental/behavioral health assistance, and
- Plans to include culturally appropriate messaging around handling of remains.

Coordinate with community partners, including law enforcement, emergency management, and medical examiners or coroners to ensure proper tracking, transportation, handling, and storage of human remains and ensure access to mental and behavioral health services for responders and families impacted by an incident.

Domain Strategy 5: Strengthen Surge Management

Surge management is the ability to coordinate jurisdictional partners and stakeholders to ensure adequate public health, health care, and behavioral services and resources are available during events that exceed the limits of the normal public health and medical infrastructure of an affected community. This includes coordinating expansion of access to public health, health care and behavioral services; mobilizing medical and other volunteers as surge personnel; conducting ongoing surveillance and public health assessments at congregate locations; and coordinating with organizations and agencies to provide fatality management services.

Associated Capabilities

- Capability 5: Fatality Management
- Capability 7: Mass Care
- Capability 10: Medical Surge
- Capability 15: Volunteer Management

<p>Have procedures in place to share information with fatality management partners, including fusion centers or comparable centers and agencies, emergency operations centers, and epidemiologist(s), to provide and receive relevant surveillance information that may impact the response.</p>			
<p>Domain Activity: Coordinate Medical and Other Volunteers to Support Public Health and Medical Surge</p>			
<p>Conduct the following activities to address volunteer planning considerations.</p> <ul style="list-style-type: none"> • Estimate the anticipated number of public health volunteers and health professional roles based on identified situations and resource needs. • Identify and address volunteer liability, licensure, workers' compensation, scope of practice, and third-party reimbursement issues that may deter volunteer use. • Identify processes to assist with volunteer coordination, including protocols to handle walk-up volunteers and others who cannot 	<p>Development, update/review of Volunteer Management plan</p>	<p>All Counties Tribes</p>	<p>June 30, 2021, uploaded to the ADHS AZ-PIRE website</p>

Domain Strategy 5: Strengthen Surge Management

Surge management is the ability to coordinate jurisdictional partners and stakeholders to ensure adequate public health, health care, and behavioral services and resources are available during events that exceed the limits of the normal public health and medical infrastructure of an affected community. This includes coordinating expansion of access to public health, health care and behavioral services; mobilizing medical and other volunteers as surge personnel; conducting ongoing surveillance and public health assessments at congregate locations; and coordinating with organizations and agencies to provide fatality management services.

Associated Capabilities

- Capability 5: Fatality Management
- Capability 7: Mass Care
- Capability 10: Medical Surge
- Capability 15: Volunteer Management

participate due to state regulations. Jurisdictions that do not use spontaneous or other volunteers due to state regulations must describe in their plans how they plan to handle those types of volunteers during an incident.

- Leverage existing government and non-governmental volunteer registration programs, such as ESAR-VHP and Medical Reserve Corps (MRC).

Domain Strategy 6: Strengthen Biosurveillance			
Biosurveillance is the ability to conduct rapid and accurate laboratory tests to identify biological, chemical, radiological, and nuclear agents; and the ability to identify, discover, locate, and monitor - through active and passive surveillance - threats, disease agents, incidents, outbreaks, and adverse events, and provide relevant information in a timely manner to stakeholders and the public.			
Associated Capabilities			
<ul style="list-style-type: none"> • Capability 12: Public Health Laboratory Testing • Capability 13: Public Health Surveillance and Epidemiological Investigation 			
Domain Activity: Conduct Epidemiological Surveillance and Investigation	Deliverable	Applies To	Due Date
<p>Local jurisdictions should continue to create, maintain, support, and strengthen routine surveillance and detection systems and epidemiological processes.</p> <p>Local jurisdictions should evaluate surveillance and epidemiological investigation outcomes to identify deficiencies encountered during responses to public health threats and incidents and recommend opportunities for improvement.</p> <p><i>Conduct border health surveillance activities.</i> The focus on cross-border preparedness reinforces public health whole community approach, which is essential for local-to-global threat risk management and response to actual events regardless of source or origin.</p>	<ul style="list-style-type: none"> • Have or have access to trained personnel to manage and monitor routine jurisdictional surveillance and epidemiological investigation systems. Support surge requirements in response to threats to include supporting population at risk of adverse health outcomes as a result of the incident. • Have procedures in place to establish partnerships, to conduct investigations, and share information with other governmental 	All Counties Tribes	June 30, 2021, End-of-Year Report

<i>Domain Strategy 6: Strengthen Biosurveillance</i>			
<p>Biosurveillance is the ability to conduct rapid and accurate laboratory tests to identify biological, chemical, radiological, and nuclear agents; and the ability to identify, discover, locate, and monitor - through active and passive surveillance - threats, disease agents, incidents, outbreaks, and adverse events, and provide relevant information in a timely manner to stakeholders and the public.</p> <p>Associated Capabilities</p> <ul style="list-style-type: none"> • Capability 12: Public Health Laboratory Testing • Capability 13: Public Health Surveillance and Epidemiological Investigation 			
		<p>agencies and partner organizations.</p> <ul style="list-style-type: none"> • Local jurisdictions located on the United States-Mexico border should conduct activities that enhance border health, particularly regarding disease detection, identification, investigation, and preparedness and response activities related to emerging diseases and infectious disease outbreaks whether naturally occurring or due to bioterrorism. 	

<i>Domain Strategy 6: Strengthen Biosurveillance</i>				
<p>Biosurveillance is the ability to conduct rapid and accurate laboratory tests to identify biological, chemical, radiological, and nuclear agents; and the ability to identify, discover, locate, and monitor - through active and passive surveillance - threats, disease agents, incidents, outbreaks, and adverse events, and provide relevant information in a timely manner to stakeholders and the public.</p> <p>Associated Capabilities</p> <ul style="list-style-type: none"> • Capability 12: Public Health Laboratory Testing • Capability 13: Public Health Surveillance and Epidemiological Investigation 				
<p><i>Implement processes for using poison control center data for public health surveillance.</i></p> <p>Such data can be particularly helpful in 1) providing situational awareness during a known public health threat, 2) identifying an emerging public health threat, 3) identifying unmet public health communication needs following a public health threat, or 4) providing surveillance for specific exposures or illnesses of concern to the health department.</p>	<ul style="list-style-type: none"> • Establish processes for obtaining and sharing collected information 	All Counties	June 30, 2021, End-of-Year Report	
<p><i>Coordinate with epidemiological and vital records partners to implement electronic death registration (EDR) systems.</i></p> <p>Local jurisdiction should coordinate with epidemiological partners to implement processes for active and passive mortality surveillance and EDR use. Depending upon the jurisdiction's prior experience with utilizing EDR systems during a response.</p>	<ul style="list-style-type: none"> • Local jurisdictions should prioritize development of scalable plans implement an EDR system, such as developing reporting and technological capability; assessing potential legal information sharing barriers and restrictions; and other actions that will help establish initial functionality. An option for EDR development 	All Counties	June 30, 2021, End-of-Year Report	

<i>Domain Strategy 6: Strengthen Biosurveillance</i>			
<p>Biosurveillance is the ability to conduct rapid and accurate laboratory tests to identify biological, chemical, radiological, and nuclear agents; and the ability to identify, discover, locate, and monitor - through active and passive surveillance - threats, disease agents, incidents, outbreaks, and adverse events, and provide relevant information in a timely manner to stakeholders and the public.</p> <p>Associated Capabilities</p> <ul style="list-style-type: none"> • Capability 12: Public Health Laboratory Testing • Capability 13: Public Health Surveillance and Epidemiological Investigation 			
		<p>planning can include working with the jurisdictional vital records office (VRO)</p>	

**GREENLEE COUNTY BOARD OF SUPERVISORS
AGENDA INFORMATION FORM**



MEETING DATE: June 16, 2020 REQUESTED BY: Steve Rutherford
DEPARTMENT: Health TELEPHONE #: 928-865-2601

1. Insert brief description of proposal and requested Board action:

Consideration of approval to advertise for a Clerk II position in the Health Department with Budgeted funds.

2. Continued from meeting of: _____

Discussed in meeting of: _____

3. Publication requirements:

Does this require publication in the official county newspaper? Yes No
This department to cause publication Clerk of the Board to cause publication

4. Financial Impact:

Expenditure: Is this a budgeted expense? Yes No Project Code #: _____

Fund 222 \$ _____ Actual Not to exceed
Fund _____ \$ _____ Actual Not to exceed

If not budgeted, how will this expense be funded? _____

Grants/Contracts:

Federal State Other _____
CFDA # (Federal grants only) _____ State # _____

Fund _____ \$ _____
Matching funds required? Yes No Fund _____ \$ _____

5. Legal Review: Does this item require County Attorney review and approval as to form and within powers granted under the laws of the State of Arizona to the Greenlee County Board of Supervisors?

Yes No

Date of County Attorney approval: _____

6. Board of Supervisors action taken:

Approved Amended Disapproved Tabled

Original backup documentation must accompany this form!

GREENLEE COUNTY

CLASS CODE:

CLERK II

NATURE OF WORK

Performs complex clerical and office work. Performs other related duties as required.

TYPICAL DUTIES

May assign tasks to co-workers; work independently; compile data and prepare statistical and narrative reports; difficult public contact work; keep account records; proofs, checks and codes documents; prepare for meetings and process results for one or more departments; performs word processing and data processing.

QUALIFICATIONS

Education, Training and Experience: Any combination of education, training and experience equivalent to graduation from high school and four years general clerical experience or two years as a Clerk I for Greenlee County.

Desirable Knowledge, Abilities and Skills: Considerable knowledge of standard office practices and procedures; accurate English grammar and spelling. Ability to work independently; communicate effectively orally and in writing; establish and maintain effective working relationships with co-workers and the general public; cross train in other positions as necessary. Skill in organization and development of office procedures; operation of computer and word processing equipment; some skill in training other employees.

SPECIAL QUALIFICATIONS

Valid Arizona drivers license. Typing speed of 55 accurate words per minute.



GREENLEE COUNTY EMPLOYEE TRANSACTION FORM

RECEIVED
6/3/20
ne

This form must be completed, including signatures, before any action regarding an employee's status can take effect.

SECTION 1: Employee Information

Kindle Last Name PO Box 992 Mailing Address	Tanya First Name Clifton City	A Middle Initial AZ State 85533 Zip
--	--	--

SECTION 2: Transaction Information

EFFECTIVE DATE: 06-09-2020

HIRES:

New Hire – Full Time

New Hire – Part Time

Temporary (explain)

CHANGES:

Promotion

Demotion

Raise

Other (explain below)

SEPARATION:

Resignation

Retirement

Terminated

End of Contract

Other (explain below)

COMMENTS: _____

Employee's Current Status	Proposed: New Hire, Change
_____ Position Title	Part Time Dispatcher Position Title
_____ Department	Sheriff's Office Department
Non-Exempt <input type="checkbox"/>	Non-Exempt <input checked="" type="checkbox"/>
Hourly Rate \$ _____	Hourly Rate \$ 15.02
Exempt <input type="checkbox"/>	Exempt <input type="checkbox"/>
Annual Rate \$ _____	Annual Rate \$ _____

SECTION 3: POSITION FUNDING INFORMATION

FUND	PROGRAM CODE	OBJECT CODE	PAY LEVEL	%	AMOUNT
101	019	5218		100	\$15.02

SECTION 4: SIGNATURES (REQUIRED)

Tanya Kindle
Employee Signature
03 June 2020
Date

Chairman of the Board of Supervisors

T. Emma
Elected/Appointed Official
06-03-2020
Date

Date

For Office Use Only: (Payroll)

Date Entered: _____ By: _____



GREENLEE COUNTY EMPLOYEE TRANSACTION FORM

RECEIVED
6/13/20
ne.

This form must be completed, including signatures, before any action regarding an employee's status can take effect.

SECTION 1: Employee Information

<u>Chavarria</u> Last Name	<u>Destiny</u> First Name	<u>R</u> Middle Initial
<u>PO Box 405</u> Mailing Address	<u>Clifton</u> City	<u>AZ</u> <u>85533</u> State Zip

SECTION 2: Transaction Information

EFFECTIVE DATE: 06-21-2020

HIRES:

New Hire – Full Time

New Hire – Part Time

Temporary (explain)

CHANGES:

Promotion

Demotion

Raise

Other (explain below)

SEPARATION:

Resignation

Retirement

Terminated

End of Contract

Other (explain below)

COMMENTS: _____

Employee's Current Status	Proposed: New Hire, Change
_____ Position Title	<u>Full Time Dispatcher</u> Position Title
_____ Department	<u>Sheriff's Office</u> Department
Non-Exempt <input type="checkbox"/>	Non-Exempt <input checked="" type="checkbox"/>
Hourly Rate \$ _____	Hourly Rate <u>\$ 15.02</u>
Exempt <input type="checkbox"/>	Exempt <input type="checkbox"/>
Annual Rate \$ _____	Annual Rate \$ _____

SECTION 3: POSITION FUNDING INFORMATION

FUND	PROGRAM CODE	OBJECT CODE	PAY LEVEL	%	AMOUNT
101	019	5218		100	\$15.02

SECTION 4: SIGNATURES (REQUIRED)

[Signature]
Employee Signature

Jul-03-20
Date

Chairman of the Board of Supervisors

[Signature]
Elected/Appointed Official

06-03-2020
Date

Date

For Office Use Only: (Payroll)

Date Entered: _____ By: _____

**GREENLEE COUNTY BOARD OF SUPERVISORS
AGENDA INFORMATION FORM**



MEETING DATE: 16 June 2020 REQUESTED BY: Reed Larson, County Engineer
 DEPARTMENT: Engineering TELEPHONE #: 928-865-4762

1. Insert brief description of proposal and requested Board action:
 Authorize execution of FAA Form 5100-100 to transfer \$60,038 from Fiscal Year 2020 from Greenlee County Airport to Pinal Airpark. This transfer request was initiated by the FAA. The \$60,038 is coming from Greenlee County Airport's one-time entitlement funds which expire this year. This transfer keeps the funds within the state.

2. Continued from meeting of: N/A
Discussed in meeting of: N/A

3. Publication requirements:
 Does this require publication in the official county newspaper? Yes No
 This department to cause publication Clerk of the Board to cause publication

4. Financial Impact: Project Code #: _____
 Expenditure: Is this a budgeted expense? Yes No
 Fund _____ \$ _____ Actual Not to exceed
 Fund _____ \$ _____ Actual Not to exceed
 If not budgeted, how will this expense be funded? _____

Grants/Contracts:
 Federal State Other _____
 CFDA # (Federal grants only) _____ State # _____
 Fund 038 \$ -60,038.00
 Matching funds required? Yes No Fund _____ \$ _____

5. Legal Review: Does this item require County Attorney review and approval as to form and within powers granted under the laws of the State of Arizona to the Greenlee County Board of Supervisors?
 Yes No
 Date of County Attorney approval: 6/2/2020

6. Board of Supervisors action taken:
 Approved Amended Disapproved Tabled

Original backup documentation must accompany this form!



U.S. Department
of Transportation
**Federal Aviation
Administration**

FAA Form 5100-110, Request for FAA Approval of Agreement for Transfer of Entitlements

Paperwork Reduction Act Statement

A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a currently valid OMB Control Number. The OMB Control Number for this information collection is 2120-0569. Public reporting for this collection of information is estimated to be approximately 8 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing and reviewing the collection of information. All responses to this collection of information are required under 49 U.S.C. Section 47105 to retain a benefit and to meet the reporting requirements of 2 CFR 200. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to the Federal Aviation Administration at: 800 Independence Ave. SW, Washington, DC 20591, Attn: Information Collection Clearance Officer, ASP-110.

Request for FAA Approval of Agreement for Transfer of Entitlements

In accordance with 49 USC § 47117(c)(2),

Name of Transferring Sponsor: **Greenlee County Board of Supervisors**

hereby waives receipt of the following amount of funds apportioned to it under 49 USC § 47117(c) for the:

Name of Transferring Airport (and LocID): **Greenlee County (CFT)**

for each fiscal year listed below:

Entitlement Type (Passenger, Cargo or Nonprimary)	Fiscal Year	Amount
Nonprimary	2020	\$60,038
		\$
Total		\$60,038

The Federal Aviation Administration has determined that the waived amount will be made available to:

Name of Airport (and Locid) Receiving Transferred Entitlements: **Pinal Airpark (MZJ)**

Name of Receiving Airport's Sponsor: **Pinal County**

a public use airport in the same state or geographical areas as the transferring airport for eligible projects under 49 USC § 47104(a).

The waiver expires on the earlier of September 30, 2019 or when the availability of apportioned funds lapses under 49 USC § 47117(b).

For the United States of America, Federal Aviation Administration:

Signature: Mark Sedarous

Name: Mark Sedarous

Title: Project Manager

Date: 5/20/2020

Certification of Transferring Sponsor

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Executed on this _____ day of _____, _____.

Name of Sponsor:

Name of Sponsor's Authorized Official:

Title of Sponsor's Authorized Official:

Signature of Sponsor's Authorized Official: _____

Certificate of Transferring Sponsor's Attorney

I, _____, acting as Attorney for the Sponsor do hereby certify that in my opinion the Sponsor is empowered to enter into the foregoing Agreement under the laws of the state of _____. Further, I have examined the foregoing Agreement and the actions taken by said Sponsor and Sponsor's official representative has been duly authorized and that the execution thereof is in all respects due and proper and in accordance with the laws of the said state and 49 USC § 47101, et seq.

Dated at _____ (City, State), this _____ day of _____.

Signature of Sponsor's Attorney: _____

From: [John Morrison, Jr.](#)
To: [Reed Larson](#)
Cc: [Jeremy Ford](#); [Derek Rapier](#); [Tony Hines](#); [Scott T. Bell](#)
Subject: RE: Expiring Entitlements
Date: Thursday, May 21, 2020 10:52:38 AM
Attachments: [image001.png](#)
[image002.png](#)

[EXTERNAL]

Reed – Some background on FAA funding. Greenlee County Airport (CFT) is listed in the FAA's National Plan of Integrated Airport Systems (NPIAS) as an "Unclassified" Airport. NPIAS airports are generally classified as Commercial Service (Passenger or Cargo) and GA (Nonprimary) Airports. There are several classifications under GA Airports based on number of based aircraft and location and proximity to other airports.

CFT is the FAA Airport Identifier. CFT has been in the NPIAS since it was constructed with FAA funds about 1958. Currently, one of the criteria for listing in the NPIAS is for an airport to have 10 based aircraft and be located 30 air miles away from another NPIAS Airport. Because CFT has less than 10 based aircraft and is located less than 30 air miles away from Safford it is considered as "Unclassified". FAA Entitlement funding for Airport Improvement Projects is allocated annually to Air Carrier Airports based on passenger "Enplanements." GA Airports, with the exception of "Unclassified" airports, receive Nonprimary "Entitlement" funds of \$150,000 annually that can be accrued for four (4) years. If not used the funds expire, leave the state of Arizona and are returned to the FAA as part of their "Discretionary Fund"

In addition to the Enplanement and Entitlement funds, the FAA allocates to each state what they call "State Apportionment" funds. High Priority (typically runway and safety) projects compete for "Discretionary" funding on a national level.

In the case of CFT, it received Entitlement funds up to 2015 +/- when the it was reclassified by the FAA as an Unclassified airport. FAA funding for Unclassified airports is limited to Runway and Safety projects and the FAA uses State Apportionment funds as their source of funding for the project. When the FAA Aid to Airports legislation was reauthorized in 2018, it included a one-time Entitlement Fund allocation to Unclassified Airports.

Greenlee's original project application was for the Design and Construction of the Runway Seal project and was a request for about \$240,000 in federal funds. This would have been \$150,000 in Entailment funds and about \$90,000 in State Apportionment funds.

What the FAA requested was that the Project be divided into two FAA projects. The AIP 014 Project is the engineering and construction administration for the Runway Seal project. The Construction will be funded in an AIP 016 project based on the bids received. (The AIP 015 project is the CARES \$1,000 project).

The one time Entitlement funds expire this year. What Mark is requesting is that you transfer the balance of the expiring entitlement funds to Pinal Airpark (MZJ). The \$60,038 includes about \$51,000 from this year's entitlement funds plus about (I assume) \$10,000 from the last FAA project completed at the airport in 2016 or 2017.

It is typical for an Airport to transfer expiring entitlement funds to another state airport to keep the funds in that state of Arizona. We would recommend Greenlee approve the transfer.

Mark, by dividing the project into design and construction has essentially guaranteed the FAA will fund the construction of the project so Greenlee is not losing any federal funding.

Mark Sedarous with the FAA can also answer any questions or concerns you may have.

Scott Bell and I are looking forward to meeting you. Let me know if you have any questions.



From: Reed Larson [mailto:rlarson@greenlee.az.gov]
Sent: Wednesday, May 20, 2020 9:56 PM
To: John Morrison, Jr. <jmorrison@m-m.net>
Cc: Jeremy Ford <jford@greenlee.az.gov>; Derek Rapier <drapier@greenlee.az.gov>
Subject: Fw: Expiring Entitlements

This message originated from an **External Source.** Please use proper judgment and caution when opening attachments, clicking links, or responding to this email.

John, thank you for your willing, timely and capable assistance as Greenlee County continues to break in a new engineer. I'm imposing upon you yet again to opine on this request.

I don't like the smell of it, CFT is giving away \$\$ to another airport, which seems contrary to good sense, but undoubtedly I don't have or grasp all the facts.

Jeremy, it seems like board action would be prudent if we move forward with this.

Thank you,

Reed

From: Sedarous, Mark (FAA) <mark.sedarous@faa.gov>
Sent: Wednesday, May 20, 2020 3:21 PM
To: Reed Larson <rlarson@greenlee.az.gov>
Cc: Erhard, Kyler (FAA) <Kyler.Erhard@faa.gov>
Subject: Expiring Entitlements

[EXTERNAL]

Reed,

Can you get this transfer agreement executed for us? We have maximized the use of your current year entitlements to the extent possible by issuing your grant for design and construction admin services. Your excess entitlements will help fund a project over budget at Pinal Airpark in Marana for an important project.

Your cooperation is appreciated.

Let me know if you have any questions.

Mark Sedarous
Civil Engineer/Program Manager – PHX-605
Federal Aviation Administration
Western-Pacific Region, Airports Division
Phoenix Airports District Office
3800 North Central Avenue
Suite 1025, 10th Floor
Phoenix, AZ 85012
602-792-1070
FAX 602-792-1061
Mark.Sedarous@faa.gov

**GREENLEE COUNTY BOARD OF SUPERVISORS
AGENDA INFORMATION FORM**



MEETING DATE: June 16, 2020
DEPARTMENT: Board of Supervisors

REQUESTED BY: Derek Rapiere
TELEPHONE #: _____

1. Insert brief description of proposal and requested Board action:
Discussion/Action regarding acceptance of CARES Act Allocation from State of Arizona.

2. Continued from meeting of: _____
Discussed in meeting of: _____

3. Publication requirements:
Does this require publication in the official county newspaper? Yes No
This department to cause publication Clerk of the Board to cause publication

4. Financial Impact:
Expenditure: Is this a budgeted expense? Yes No Project Code #: _____
Fund _____ \$ _____ Actual Not to exceed
Fund _____ \$ _____ Actual Not to exceed
If not budgeted, how will this expense be funded? _____

Grants/Contracts:
Federal State Other _____
CFDA # (Federal grants only) _____ State # _____
Fund _____ \$ _____
Matching funds required? Yes No Fund _____ \$ _____

5. Legal Review: Does this item require County Attorney review and approval as to form and within powers granted under the laws of the State of Arizona to the Greenlee County Board of Supervisors?
 Yes No
Date of County Attorney approval: June 9, 2020

6. Board of Supervisors action taken:
 Approved Amended Disapproved Tabled

Original backup documentation must accompany this form!

DEREK D. RAPIER
County Administrator
Clerk of the Board
(928) 865-2072

FACSIMILE (928) 865-9332



BOARD OF SUPERVISORS
P.O. BOX 908
253 5TH STREET
CLIFTON, AZ 85533

DAVID GOMEZ
District 1

RON CAMPBELL
District 2

RICHARD LUNT
Chairman - District 3

June 16, 2020

The Greenlee County Board of Supervisors hereby directs the County Administrator to apply for and the Board hereby accepts of behalf of Greenlee County, CARES ACT funding allocated to Greenlee County by the Governor of the State of Arizona in the amount of \$574,263.00.

Richard Lunt, Chairman

**GREENLEE COUNTY BOARD OF SUPERVISORS
AGENDA INFORMATION FORM**



MEETING DATE: June 16, 2020 REQUESTED BY: Derek Rapier
DEPARTMENT: BOS TELEPHONE #: _____

1. Insert brief description of proposal and requested Board action:

Discussion/Action to distribute FY 20 National Forest Fees to Greenlee County Schools and Road Department.

2. Continued from meeting of: _____

Discussed in meeting of: _____

3. Publication requirements:

Does this require publication in the official county newspaper? Yes No
This department to cause publication Clerk of the Board to cause publication

4. Financial Impact:

Expenditure: Is this a budgeted expense? Yes No

Project Code #: _____

Fund _____ \$ _____ Actual Not to exceed
Fund _____ \$ _____ Actual Not to exceed

If not budgeted, how will this expense be funded? _____

Grants/Contracts:

Federal State Other _____

CFDA # (Federal grants only) _____ State # _____

Fund _____ \$ _____

Matching funds required? Yes No Fund _____ \$ _____

5. Legal Review: Does this item require County Attorney review and approval as to form and within powers granted under the laws of the State of Arizona to the Greenlee County Board of Supervisors?

Yes No

Date of County Attorney approval: _____

6. Board of Supervisors action taken:

Approved Amended Disapproved Tabled

Original backup documentation must accompany this form!

DEREK D. RAPIER
County Administrator
Clerk of the Board
(928) 865-2072
drapier@greenlee.az.gov
FACSIMILE (928) 865-9332



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DAVID GOMEZ
District 1

RON CAMPBELL
District 2

RICHARD LUNT
District 3

MEMORANDUM

From: Derek D. Rapier, Greenlee County Administrator
To: Member of the Board of Supervisors
Richard Lunt, Chairman
David Gomez, Member
Ron Campbell, Member
Date: June 16, 2020
RE: Distribution of National Forest Fees – Secure Rural Schools (SRS) for
Fiscal Year, 2019-2020

Members of the Board,

The proposed distribution outlined below reflects an agreement between the entities who are to receive funds from the National Forest Fees also known as Secure Rural Schools funding. Greenlee County has the total amount indicated below. The agreement on distribution is that Eagle and Blue School Districts will receive a set amount as will the Greenlee County Road Fund. The remaining funds are divided between the Morenci and Duncan School Districts on a 70/30 distribution. Federal law requires that these funds be distributed both to school districts and to road uses and this agreement meets that requirement reflects the cooperative effort of the entities involved to effectively use these funds as intended. This funding for FY 20 will be distributed as follows:

Total SRS Funds Available:	\$ _____
Eagle Creek School District:	\$ 5,000
Blue School District:	\$ 40,000
Greenlee County Road Fund:	\$300,000 -----
Remaining Funds:	\$ _____
MUSD (70%):	\$ _____
DUSD (30%):	\$ _____

**GREENLEE COUNTY BOARD OF SUPERVISORS
AGENDA INFORMATION FORM**



MEETING DATE: June 16, 2020
DEPARTMENT: County Administrator

REQUESTED BY: Derek Rapier
TELEPHONE #: _____

1. Insert brief description of proposal and requested Board action:

Discussion/Action regarding implementation of Greenlee County Fire Restrictions - Resolution 20-06-02 regulating open burning in unincorporated areas of Greenlee County during declaration of fire emergency

2. Continued from meeting of: _____

Discussed in meeting of: _____

3. Publication requirements:

Does this require publication in the official county newspaper? Yes No
This department to cause publication Clerk of the Board to cause publication

4. Financial Impact:

Expenditure: Is this a budgeted expense? Yes No

Project Code #: _____

Fund _____ \$ _____ Actual Not to exceed
Fund _____ \$ _____ Actual Not to exceed

If not budgeted, how will this expense be funded? _____

Grants/Contracts:

Federal State Other _____

CFDA # (Federal grants only) _____ State # _____

Fund _____ \$ _____

Matching funds required? Yes No Fund _____ \$ _____

5. Legal Review: Does this item require County Attorney review and approval as to form and within powers granted under the laws of the State of Arizona to the Greenlee County Board of Supervisors?

Yes No

Date of County Attorney approval: _____

6. Board of Supervisors action taken:

Approved Amended Disapproved Tabled

Original backup documentation must accompany this form!

DEREK D. RAPIER
County Administrator
Clerk of the Board
(928) 865-2072

FACSIMILE (928) 865-9332



BOARD OF SUPERVISORS
P.O. BOX 908
253 5TH STREET
CLIFTON, AZ 85533

DAVID GOMEZ
District 1

RON CAMPBELL
District 2

RICHARD LUNT
Chairman - District 3

RESOLUTION 20-06-02

A RESOLUTION OF THE GREENLEE COUNTY BOARD OF SUPERVISORS REGULATING OPEN BURNING IN UNINCORPORATED AREAS OF GREENLEE COUNTY DURING DECLARATIONS OF FIRE EMERGENCIES.

WHEREAS, Arizona Revised Statutes §26-311 authorizes the county board of supervisors to declare that an emergency exists and to impose all necessary regulations to preserve the peace and order in the unincorporated areas of the county; and

WHEREAS, Arizona Revised Statutes §26-307 authorizes counties to make, amend, and rescind orders, rules, and regulation necessary for emergency functions not inconsistent with orders, rules and regulations promulgated by the governor and to suspend any regulation or law in conflict with said county orders, rules and regulations; and

WHEREAS, Arizona Revised Statutes §49-501 prohibits open burning in unincorporated areas of the county with certain broad exceptions; and

WHEREAS, both Arizona Revised Statute §11-251.05 and §11-251(31) authorizes counties to adopt ordinances necessary or proper to carry out the duties, responsibilities, and functions of the county and to prescribe punishment by fine, imprisonment, or both, for the violation of the ordinance, not to exceed the maximum limitations established for a Class 1 misdemeanor; and

WHEREAS, the Greenlee County Board of Supervisors is concerned about dry conditions, low humidity, increased winds, high temperatures, and the risk that manmade fires present to Greenlee County is great; and

WHEREAS, the United States Department of Agriculture and the United States Forest Service prohibit certain fires in areas designated by order; and

WHEREAS, the Greenlee County Emergency Management Director recommend that the Board of Supervisors take action to prohibit all open burning in the unincorporated areas of the county during times of extreme fire danger.

NOW, THEREFORE, BE IT RESOLVED THAT, the Greenlee County Board of Supervisors hereby declares that an emergency exists for the preservation of the public peace, health and safety of the County of Greenlee and orders the expedited enactment of Emergency Fire Restrictions as outlined in the Greenlee County Outdoor Fire Ordinance and shall be effective immediately.

PASSED AND ADOPTED by the Greenlee County Board of Supervisors this 16th day of June, 2020.

Richard Lunt, Chairman

ATTEST:

Derek Rapiet, Clerk of the Board

APPROVED AS TO FORM:

Jeremy Ford, County Attorney

GREENLEE COUNTY BOARD OF SUPERVISORS

OUTDOOR FIRE ORDINANCE – 13-01

An ordinance of the Greenlee County Board of Supervisors; establishing fire zones in the unincorporated area; establishing restrictions on certain outdoor fires; providing for the implementation of emergency fire restrictions; and specifying penalties for violations.

WHEREAS, ARS §26-311 authorizes the county board of supervisors to declare that an emergency exists and to impose all necessary regulations to preserve the peace and order in the unincorporated areas of the county;

WHEREAS, ARS §26-307 authorizes counties to make, amend, and rescind orders, rules, and regulations necessary for emergency functions not inconsistent with orders, rules and regulations promulgated by the governor and to suspend any regulation or law in conflict with said county orders, rules and regulations;

WHEREAS, both ARS §11-251.05 and ARS §11-251(31) authorizes counties to adopt ordinances necessary or proper to carry out the duties, responsibilities, and functions of the county and to prescribe punishment by fine, imprisonment, or both, for the violation of the ordinance, not to exceed the maximum limitations established for a Class 1 misdemeanor.

BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF GREENLEE COUNTY AS FOLLOWS:

1. Title

This ordinance shall be known as the Greenlee County Outdoor Fire Ordinance.

2. Effective Area/Fire Zones

This Ordinance is effective in the unincorporated areas of Greenlee County, exclusive of areas under the jurisdiction of the United States, the State of Arizona or a federally recognized Indian tribe.

3. Purpose/Authority of Emergency Management Director

3.1 The purpose of this Ordinance is to help provide a uniform system for political subdivisions in Greenlee County to determine what fire restrictions are needed and when they are to be put into place during emergency fire conditions.

3.2 It is the duty of the Greenlee County Emergency Management Director, after consultation, as deemed appropriate, with the U.S. Forest Service, local fire districts, state or municipal fire officials, to initiate fire restrictions within any

unincorporated areas of Greenlee County during emergency fire conditions as described in Section 6.

3.2(a) The Emergency Management Director shall attempt to coordinate with other fire officials a uniform date for implementing such restrictions.

3.2(b) When the Emergency Management Director determines that such restrictions are necessary and the date of implementation has been determined, the Director shall recommend to the Chairman of the Board of Supervisors that such restrictions shall be ordered pursuant to the Chairman's emergency powers under Title 26, Chapter 2, Article 1 of the Arizona Revised Statutes. Upon the issuance of the Chairman's order, the Director shall promptly take appropriate action to notify residents and visitors of the nature and extent of the restrictions and the effective date.

4. **Definitions**

4.1 **Open outdoor fire** means any burning, oxidation, or combustion of combustible material of any type in the open where the products of combustion are not directed through a flue.

4.2 **Campfire** means a fire not within any building, mobile home, or living accommodation which is used for cooking, personal warmth, lighting, ceremony, or aesthetic purposes.

4.3 **Barbecue** means fixed or portable devices where food is cooked or reheated on a metal frame over a fire fueled by a propane or gas source.

4.4 **Charcoal fire** means an open outdoor fire which uses primarily charcoal as the combustible material, and which is used for the purpose of cooking or reheating food.

4.5 **Bonfire** means a fire built outdoors for burning rubbish, waste material, refuse, or brush.

4.6 **Fireworks** means any combustible or explosive composition, substance or combination of substances, or any article prepared for the purpose of producing a visible or audible effect by combustion, explosion, deflagration or detonation, that is a consumer firework or display firework as defined by ARS 36-1601(3)(a).

4.7 **Flue** means a pipe, tube, channel, duct or passage through which hot air, gas, steam, smoke, or fire may pass, such as a chimney, stovepipe or stack.

4.8 **Emergency Management Director** means the County official so designated by the Greenlee County Board of Supervisors.

5. Non-Emergency Fire Restrictions

The following restrictions are in effect at all times in the unincorporated areas of Greenlee County, except as they may be superseded by emergency fire restrictions pursuant to Section 6:

- 5.1 It is unlawful for any person to start, ignite, cause or permit to be ignited, or allow or maintain any open outdoor fire except as allowed by permit via applicable fire district, Emergency Management Director, or the Arizona Department of Environmental Quality. The following fires are **exempt** from this restriction:
- 5.1(a) Fires used only for the cooking of food or for providing warmth for human beings or for recreational purposes (campfires and charcoal fires); for the branding of animals; for the purpose of frost protection in farming or nursery; or for the disposal of flags pursuant to federal law.
 - 5.1(b) Any fire set or permitted by any public officer in the performance of official duty, if such fire is set or such permission is given for the purpose of instruction in the methods of fighting fires or the control of an active wildfire.
 - 5.1(c) Fires set or permitted by authority of the director of the Arizona Department of Agriculture or by Greenlee County agricultural agents for the purposes of disease and pest prevention/control.
 - 5.1(d) Fires authorized by special permits as issued by the Emergency Management Director.
 - 5.1(e) Fires set by or permitted by the federal government, or any of its departments, agencies or agents, or by the State or any of its agencies, departments or political subdivisions, for the purpose of watershed rehabilitation or control through vegetative manipulation.
 - 5.1(f) Fires permitted by any rule or regulation adopted pursuant to Title 49, Chapter 3, Article 3 of the Arizona Revised Statutes, by any special or conditional permit issued by a hearing board established under said Article, or by any rule or conditional permit issued pursuant to Title 49, Chapter 3, Article 2, when pursuant to ARS §49-402, the Arizona Department of Environmental Quality has assumed jurisdiction of the portion of Greenlee County where the fire is located.

6. Emergency Fire Restrictions

- 6.1 In addition to the fire restrictions set forth in Section 5, the following emergency fire restrictions, when ordered and in effect pursuant to Section 3.2, shall apply:

6.1(a) All open burning including: open fires, campfires, fireworks, bonfires, and other pyrotechnic displays on public and private lands in unincorporated areas of Greenlee County are prohibited. This prohibition supersedes the exceptions stated in ARS §49-501.

6.1(b) Burn, start, ignite, build, attend, or use flammable or combustible materials.

6.2 **Exemptions:** The following fires are exempt from the prohibition:

6.2(a) Fires set or permitted by any public officer, federal, state, or local in the performance of the officer's official duties, including, but not limited to: weed abatement, prevention of fire hazard or instruction in the methods of firefighting.

6.2(b) Fires used only for cooking of food conducted on a barbecue.

6.2(c) Fires set or permitted by the Director of the Department of Agriculture of County Agricultural agents of Greenlee County for the purpose of disease and pest prevention.

6.2(d) Fires set or permitted by the Federal Government or any of its departments, agencies or agents of the state or any of its agencies, departments or political subdivisions.

6.2(e) Fires permitted by the Emergency Management Director or designee. The conditions of any permit issued by the Emergency Management Director shall be stated on the permit.

6.2(f) Nothing in this Restriction/Ordinance shall be construed to prohibit the deployment of a public display of fireworks in the unincorporated areas of the county as approved by the Board of Supervisors.

7. **Enforcement/Penalties**

7.1 This Restriction/Ordinance may be enforced by the Emergency Management Director, and/or any peace officer acting within the officer's area of jurisdiction, a firefighter or other officer of a Fire District acting within the officer's area of jurisdiction.

7.2 Each violation pursuant to this Restriction/Ordinance shall result in a civil penalty of \$500.00 for each violation. A person found to have violated this Restriction/Ordinance shall pay restitution for any medical treatment required and property damage or other economic loss suffered by any person as a result of such violation.

- 7.3 If any violation of this Restriction/Ordinance is a continuing one, each day shall be deemed a separate violation.
- 7.4 Failure to obey the lawful order by the Emergency Management Director, peace officer, firefighter or other officer of a Fire District shall be a distinct and separate violation of this Restriction/Ordinance.

IT IS SO ORDAINED by the Greenlee County Board of Supervisors at Clifton, Arizona on July 3, 2012.

GREENLEE COUNTY BOARD OF SUPERVISORS

By /s/ Richard G. Lunt, Chairman

ATTEST:

/s/ Derek Rapier, Clerk of the Board

APPROVED AS TO FORM:

/s/ Jeremy Ford, County Attorney

GREENLEE COUNTY BOARD OF SUPERVISORS
AGENDA INFORMATION FORM



MEETING DATE: June 16, 2020
DEPARTMENT: BOS

REQUESTED BY: Derek Rapier
TELEPHONE #: _____

1. Insert brief description of proposal and requested Board action:

Discussion/Action regarding the agreement between Greenlee County and Southeastern Arizona Workforce Development

2. Continued from meeting of: _____
Discussed in meeting of: _____

3. Publication requirements:

Does this require publication in the official county newspaper? Yes No
This department to cause publication Clerk of the Board to cause publication

4. Financial Impact:

Expenditure: Is this a budgeted expense? Yes No Project Code #: _____

Fund _____ \$ _____ Actual Not to exceed
Fund _____ \$ _____ Actual Not to exceed

If not budgeted, how will this expense be funded? _____

Grants/Contracts:

Federal State Other _____
CFDA # (Federal grants only) _____ State # _____
Fund _____ \$ _____
Matching funds required? Yes No Fund _____ \$ _____

5. Legal Review: Does this item require County Attorney review and approval as to form and within powers granted under the laws of the State of Arizona to the Greenlee County Board of Supervisors?

Yes No

Date of County Attorney approval: 6/11/2020

6. Board of Supervisors action taken:

Approved Amended Disapproved Tabled

Original backup documentation must accompany this form!

SOUTHEASTERN ARIZONA WORKFORCE INVESTMENT AREA
FOR
LOCAL GOVERNANCE

This Intergovernmental Agreement, hereinafter, referred to as, "Agreement" is entered into between Cochise County, a body politic and corporate of the State of Arizona (Cochise) and Graham County, a body politic and corporate of the State of Arizona, (Graham) and Greenlee County, a body politic and corporate of the State of Arizona (Greenlee), to establish the fiscal and administrative responsibilities for the ARIZONA@WORK, Southeastern Arizona Workforce Development hereinafter referred to as "SAWD" and CPIC, Inc. dba ARIZONA@WORK-Southeastern Arizona. (Cochise Private Industry Council (CPIC) is a non-profit 501 (c)(3) workforce development organization for the Arizona counties of Cochise, Graham & Greenlee dba ARIZONA@WORK-Southeastern Arizona). This agreement outlines the terms and conditions under which the Consortium members shall govern and administer job training services in the aforementioned counties under Title II of the Workforce Innovation and Opportunity Act (WIOA) of 2014.

WHEREAS, the Workforce Innovation and Opportunity Act (WIOA) of 2014 and WIOA Regulations were developed to implement the WIOA, and authorize the expenditure of federal funds for job training programs in locally determined Workforce Areas; and

WHEREAS, Cochise, Graham and Greenlee County Boards of Supervisors, respectively hereby establish as a local workforce area for the purpose of administering WIOA funds and services; and

THEREFORE, in consideration of the agreement of the parties hereinafter set forth, the Counties agree to the following:

1. Liability of funds:

Cochise, Graham and Greenlee Counties, through their Boards of Supervisors, respectively approve the designation of Cochise County as Grant Recipient for the Consortium, with liability for said funds as noted in WIOA 107(d) (12) (B) (I) (II) as required under 20 CFR Part 667.705, the Cochise County Board of Supervisors as Chief Elected Officials are liable in their official capacity and are not personally liable for misuse of WIOA funds.

2. Grant and fiscal agent recipient and signatory:

Cochise, Graham and Greenlee Counties, through their Boards of Supervisors, respectively approve the designation of Cochise County as Grant Recipient for Consortium, with liability for said funds, as required by WIOA 107(d)(12)(B)(I)(I).

It is acknowledged by Graham and Greenlee Counties through their respective Boards of Supervisors, that Cochise County has been selected and approved the designation of ARIZONA@WORK, Southeastern Arizona Workforce Development (SAWD), as Administrative Entity for the Consortium with liability for the administration as outlined in WIOA 107 (d)(12)(B)(I)(II) and 20 CFR 679.420. The Chairman of the Cochise County Board of Supervisors as part of his/her authority will be the designated signatory authority.

3. Fiscal agent designation:

Cochise County Board of Supervisors shall establish fiscal control and fund accounting procedures as necessary to assure the proper disbursement of, and accounting for, federal funds allocated to all programs and said procedures shall ensure that all financial transactions carried out are conducted and records maintained in accordance with generally accepted accounting principles. Cochise County Board of Supervisors shall comply with all applicable uniform accounting principles and administrative requirements for grants and agreements, included in the appropriate circulars and rules as promulgated by the Federal Office of Management and Budget, United States Department of Labor and the State of Arizona, Department of Economic Security, as applicable. Cochise County Board of Supervisors, Fiscal Agent, assure they only have access to the financial system or compliance documents, not the service provider.

4. Local Board budget approval:

The SAWD will present the annual budget to the consortium for review and recommendations as required under WIOA 107(d) (12) (A) and 20 CFR 679.370(0) for carrying out the duties of the Local Board. The SAWD will approve an annual budget developed by SAWD for all Title I activities, including administrative and operational activities, for the purpose of carrying out the duties of the SAWD. The budget will be based on the annual WIOA allocation received by SAWD. The SAWD will approve the annual budget and forward to the Chief Elected Official (Cochise County Board of Supervisors) for approval.

5. Participating chief elected officials:

Cochise County, through SAWD, shall establish and maintain a Local Workforce Development Board, representative of the Consortium and as required by the Act, for the purpose of advising and consenting to the operations of the SAWD and otherwise providing oversight to the provision of WIOA Services. The Local Board shall consist of the members as required by the WIOA law.

Upon receiving, a selection of choices from SAWD Members for the Consortium as required by the Act shall appoint members.

6. Amendment or change to the elected official agreement:

The agreement will be changed or amendments will be added upon agreement of all parties in writing as necessary including how an election may affect this existing agreement. All amendments or changes will be maintained at the local administrative entity office and available for monitoring.

The effective date of this agreement shall be upon signature by all parties to the agreement, whichever occurs first. This agreement is annually and automatically reviewed for an indefinite duration, or until such time that, a member should decide to terminate its membership. Any member may withdraw by giving 180 days written notice to Cochise County, SAWD and other members of the Consortium. In such cases, all pertinent terms of the agreement shall continue in effect for the remaining members.

Cochise County shall continue as the Grant Recipient for an indefinite period, or until all parties to the Agreement, with the other's concurrence, determine to modify the agreement.

ARIZONA@WORK SOUTHEASTERN ARIZONA shall continue as the Administrative entity for an indefinite period or until all parties to the agreement, with the other's concurrence, determine to modify the agreement.

Modifications to this Agreement shall be written amendments and signed by all parties.

7. Designation of a chief lead elected official:

The Chairmen of the Boards of Supervisors are liable for all WIOA Title 1B funds in the local area, and required to approve or provide guidance on the Local Board Activities and will act on behalf of the other Supervisors.

The Chairman of the Cochise County Board of Supervisors is the individual selected by the participating Boards of Supervisors who may act on their behalf for the three County area.

8. Local Board member representation:

The SAWD will assist the Chairman of the Cochise County Board of Supervisors to ensure Local Board representation is fair and equitable across the local area.

- A. Majority Local Business Representatives (more than 50%)
- B. Labor and apprenticeship required Community Based Organizations and other youth-related optional (20% min.)
- C. Education and Training – Title II and high education required – Local education and Community Based Organizations helping barrier individuals (optional)

- D. Government, Economic and Community Development – Eco/Dev, Wagner-Peyser and Vocational Rehabilitation required; philanthropic and others optional.

The nominating organization will submit a document or letter to the Board of Supervisors signed by the Chief Operation Officer or his designated staff identifying the individual to be nominated and acknowledge the nominee's optimum policy making authority or as identified by job title, including a resume or work history.

The Board of Supervisors will advise the nominee and SAWD by letter of the appointment.

The appointed Board Member will advise SAWD and resign if they no longer hold the position that made them eligible.

9. Communication:

Periodically, the SAWD will develop a Strategic Plan with regard to the administration of WIOA services within the Consortium as may be required by either the Arizona Department of Economic Security (DES) WIOA Administration and/or the Governor's County on Workforce Policy. Upon completion of the Strategic Plan and prior to submittal to DES, the SAWD will provide a copy of the plan for review by the respective Board of Supervisors for all counties in the Consortium. Graham and Greenlee Counties may then submit a letter of recommendation for approval or submit recommendations for revision. Final approval of the plan shall require approval of counties in the Consortium by their respective Boards of Supervisors.

The Local Boards and Board of Supervisors will meet once a year as possible.

Cochise County, through its Administrative entity, SAWD, shall develop programs, services and budgets for all member counties of the Consortium within the constraints of WIOA, inclusive of Adult, Youth and Dislocated Worker Services. SAWD shall ensure the delivery of effective programs that provide the most beneficial mix of services to eligible residents and private or public employers within the Consortium.

Contact persons for the member counties and SAWD, under this agreement are as follows:

County Administrators:

Edward T. Gilligan
1415 Melody Lane, Bisbee AZ 85603

Dustin Welker, Graham County Manager
921 Thatcher Blvd., Safford, AZ 85546

Derek Rapier, Greenlee County Manager
P.O. Box 908, Clifton, AZ 85533

Vada Phelps, SAWD Executive Director
900 Carmelita Drive, Sierra Vista, AZ 85635

ANNUAL REPORT AND AUDITS:

SAWD shall provide an Annual Report at the end of each program year to each of the respective member counties inclusive of the following information, or on a per County basis:

- *the location of the local SAWD offices.
- *Number of Adult, Youth and Dislocated Worker Participants that were registered, served and exited during each program year.
- *The number of Summer Youth Participants that were served each summer and the location where they accomplished a work experience component.
- *The overall number of residents served in the local One Stop Office that were not registered as Participants.
- *The amount of funding that was expended specifically within each county for provision of WIOA services.

The Annual Report should also include the following information with regard to the overall Consortium:

- *Copies of any programmatic or fiscal Quality Assurance and/or Monitoring Reports and Responses that were issued by either DES, WIOA Administration or the U.S. Department of Labor, if any.
- *A copy of the annual performance measures report issued by DES Administration that indicates the overall performance of the Consortium.

GOVERNING STATE LAW:

All matters governed by the Agreement shall be subject to the conflict of interest provisions of A.R.S. 38-501 through A.R.S. 38-511, as well as, such other relevant provisions in A.R.S. that are applicable to the planning, implementation and delivery of WIOA services in the Consortium and as contained in the Strategic Plan.

SHARED GOVERNANCE AGREEMENT

1. Local Board Membership

a. Terms

Board appointments shall consist of staggered terms. Such terms are for four-year periods. Upon expiration of an appointee's term of office, subsequent appointments shall be for a four-year term.

b. Nomination

A nomination committee shall be appointed from volunteers of the full board by the President/Chair. At the next meeting of the board, the nomination committee shall present a list of board members that have consented to serve the position of President/Chair, Vice President, Secretary or Treasurer if elected.

The board members present at the meeting that the ballot is submitted shall vote for one board member for President/Chair, one board member for Vice President, one board member for secretary and one board member for Treasurer by raise of hands. The board members receiving the majority of the votes will be elected to serve in the capacity of the office for which they were elected as stated above, until replaced.

For each position that requires a nomination, the Local Board shall submit to the appointed Chief Elected Officials of the local area, the Chairman of the Cochise County Board of Supervisors, a document or letter signed by the Chief Executive Officer or designee identifying the individual being nominated. The document or letter must also acknowledge the nominee's optimum policy-making authority and include documentation of curriculum vitae, resume or work history supporting the qualification of the nomination.

c. Appointment

Local Board member appointments will be made by the Chairman of the Cochise County Board of Supervisors as Chief Elected Official and submitted to the local administrative entity in a form of a letter evidenced within either minutes of meetings, or other official communication.

d. Change in status

Local Board members who no longer hold the position or status that made them eligible, must resign or be removed by the Chairman of the Cochise County Board of Supervisors as Chief Elected Official immediately upon notification to the Local Board Chair of the change of status as representative of the Board.

e. Mid-term appointments

Local Board members replacing out-going member's mid-term will serve the remainder of the out-going member's term.

f. Vacancies

The Local Board vacancies must be filled within 120 days of the vacancy. The Chairman of the Cochise County Board of Supervisors as Chief Elected Official is authorized to make all reappointments of members. Reappointments must be made within 120 days, of the term expiration. In the event a vacancy cannot be

filed within 120 days, the local administrative entity will request a waiver in writing to the Director of the State Workforce Development Board with an explanation of why a vacancy was not filled in the 120 day timeframe and a description of the process underway to fill the vacancy. The local administrative entity will maintain written approval of the waiver request by the Director of the State Workforce Development Board and will be monitored according to the process outlined in their approved waiver request.

g. Removal

The Local Board members will be removed by the Chairman of the Cochise County Board of Supervisors as Chief Elected Official if that member is found to be guilty of one or more of the following offenses:

- *Fraud in securing an appointment;
- *Neglect of duties required by the board member;
- *Drunkenness while performing duties as a board member;
- *Addiction to the use of narcotics or habit-forming drugs;
- *Conviction of a felony or a misdemeanor involving moral turpitude;
- *Documented violation of conflict of interest;
- *Failure to meet Local Board member representative requirements defined in the WIOA and this policy;
- *After three unexcused absences as decided by the Board, that seat will be declared vacant.

The State Administrative Entity reserves the right to conduct an investigation regarding allegations of wrong doing that result in the removal of a board member. The Boards of Supervisors and local workforce board chair will be formally notified in advance of any such investigation and the results.

2. Relationship between chief elected officials and the Local Board

a. Local Plan requirements

The local four-year plan will be developed and submitted to the Governor in partnership between the Boards of Supervisors and the Local Board. The Local Plan shall support the strategy described in the State Plan in accordance with section 102(b) (1) (E) and be consistent with the State Plan. At the end of the first 2-year period of the four-year Local Plan, the Board will review the Local Plan and, in partnership with the Boards of Supervisors, shall prepare and submit modifications to the Local Plan to reflect changes in labor market and economic conditions or any other factor affecting the implementation of the Local Plan.

It will include an analysis of the regional economic conditions, analysis of the knowledge and skills needed to meet the employment need of the employers in the region, an analysis of the workforce in the region, an analysis of the workforce development activities, a description of the Local Board's strategic

vision and goals, and a strategy to work with the entities that carry out the core programs to align resources available to the local area, a description of the workforce development system that identified the programs that are included in the system and how the Local Board will work with those entities.

Prior to the date on which the Local Board submits the Local Plan they shall:

- *Make copies of the proposed Local Plan to the public through electronic and other means, including public hearings and local news media.

- *allow members of the public, including representatives of business, representatives of labor organizations, and representative of education to submit to the board comments on the proposed Local Plan no later than the end of the 30 day period beginning on the date that the proposed Local Plan is made available,

- *include with the Local Plan submitted to the Governor any comments that represent disagreement with the plan.

b. Budget and approval

A budget will be developed by the SAWD and the annual budget will be presented to the consortium for review and recommendations as required under WIOA 107(d)(12)(A) and 20 CFR 679.370(o) for the purpose of carrying out the duties of the Local Board. The SAWD will approve an annual budget developed by SAWD for all Title I activities, including administrative and operational activities, for the purpose of carrying out the duties of the SAWD. The budget will be based on the annual WIOA allocation received by SAWD. The SAWD will approve the annual budget and forward to the Chief Elected Official (Cochise County Board of Supervisors) for approval.

c. Selection of Operators and providers

A guideline and process has been completed as required by - WIOA 107(d) (10) (A) through (E) and the State Workforce Development Board policy, including the process for getting Chairman of the Cochise County Board of Supervisors agreement on the selections. The process will be completed by Cochise County Procurement office, and approved by the Cochise County Board of Supervisors and signed by the Chairman of the Cochise County Board of Supervisors with the agreement of the SAWD. The performance both of program and of fiscal compliance will be monitored on a quarterly basis, unless it is determined by the fiscal entity to be needed more often, for compliance with contracts. Upon determination of non-compliance the contact may be put into a performance improvement plan or terminated as deemed necessary by the Chairman of the Cochise County Board of Supervisors and the Local Board in accordance with 2 CFR part 200. A yearly audit will be required within 90 days at the end of their fiscal year

d. Youth activities

At this time, the Local Board does not plan to establish a Youth Committee. However, should the Local Board decided to establish a standing youth committee the composition of and appointment procedures will be in accordance with (20 CFR 681.110). Should the board decided not to establish a standing youth committee, the Local Board will carry out its responsibilities for youth activities under the youth formula programs as described by the law.

The Local Board staff will monitor and evaluate youth activities at their quarterly Board Meetings. The Board will address any recommendations, changes or concerns.

e. Program oversight

The Local Board staff in partnership with the Boards of Supervisors will conduct program oversight responsibilities as outlined in WIOA Secs. 134(c) and (d) for adult and dislocated worker employment and training activities and WIOA Sec. 129(c) for youth workforce investment activities The Local Board will provide oversight and evaluate quarterly or anytime they deem necessary. The Local Board will report to the Boards of Supervisors on an annual basis the activities of the SAWD goals outlined in the local plan.

Performance Accountability Measures

The Cochise County Board of Supervisors has given authority to SAWD to negotiate and reach agreement on local performance measures with the State of Arizona Department of Economic Security WIOA administrative entity and the Governor. Once SAWD and the WIOA administrative entity have reach agreement the local performance measures will be submitted to the Cochise County Board of Supervisors for approval.

f. Local Board Policy

A policy will be developed with the participation of members of the Local Board, staff and in partnership with the Cochise County Board of Supervisors. It will be presented to the full Local Board for comment, approval, disapproval, modification including implementation in accordance with 20 CFR 679.310 (b)).

The Local Board will ensure the appropriate use and management of the funds provided under Title I-B for the Youth, Adult and Dislocated Worker activities and the local ARIZONA@WORK system including the use and management of the funds to maximize performance outcomes under WIOA 116, by being one of the signatures on all expenditures and receiving a financial and programmatic report from the finance oversite committee and staff. The report will also include a list of all expenditures and a budget

report at each board meeting. Alternatively, more often if requested by the Local Board or Chairman of the Cochise County Board of Supervisors.

g. Memorandum of Understanding

A MOU will be developed by all partners for all workforce system programs and presented to the Local Board and will include the Boards of Supervisors, with the understanding between workforce system partners and the Local Board.

3. Conflict of interest

SAWD Board Members shall avoid both conflict of interest and appearance of conflict of interest in the conduct of the Board's business.

SAWD shall follow: Arizona law on Conflict of Interest as set forth in Arizona Revised Statutes, Title 38 – Public Officers and Employees, Chapter 3 – Conduct of Office, Article 4 Section 38-447 and Article 8 Section 38-501-511.

Conflict of Interest is defined as real, apparent and organizational. It refers to circumstances where an individual or an organization the individual represents has competing interest that may affect that person's ability to act objectively and without bias. Where there may be circumstances or actions that have the potential to undermine the impartiality of a person due to a clash between the person's interests and their organizational role, or between competing organizational roles if a person serves in more than one organizational role.

If there is a possibility of a conflict of interest, a written agreement will be included. Conflict of interest and the firewalls are listed in this agreement.

ARIZONA@WORK Southeastern Arizona will evaluate and monitor compliance with the laws and regulations and take prompt and appropriate action when any noncompliance is identified in accordance with Uniform Guidance 2 CFR 200.61 and 200.62 and 20 CFR 683.220.

A Local Board member may not vote on any matter that would provide direct financial benefit to the member or the member's immediate family, or on matters of the provision of services by the member or the entity, the member represents.

A Local Board member must avoid even the appearance of a conflict of interest. Prior to taking office, Local Board members must provide to the Local Board President or Chair a written declaration of the substantial business interest or relationship they or their immediate families have with all businesses or organizations that have received, are currently receiving or are likely to receive contract of funding from the Local Board. Such declarations must be updated annually or within 30 days to reflect any changes in such business interest or

relationships. The Local Board must appoint an individual to review the disclosure information in a timely manner and advise the Local Board President or Chair and appropriate members of the potential conflicts.

Prior to a discussion, vote, or decision on any matter before the Local Board, if a member, or a person in the immediate family of such member, has a substantial interest in or relationship to a business entity, organization, or priority that would be affected by any official Local Board action, the member must disclose the nature and extent of the interest or relationship and must abstain from discussion and voting on or in any other way participating in the decision on the matter. All abstentions must be recorded in the minutes of the Local Board meeting and be maintained as part of the official record.

It is the responsibility to the Local Board members to monitor potential conflict of interest and bring it to the Local Board's attention in the event a member does not make a self-declaration.

In order to avoid a conflict of interest, a Local Board must ensure that the Local Board's workforce service providers for WIOA Title 1B adult, dislocated worker and youth programs must not employ or otherwise compensate a current or former Local Board member or Local Board employee or grant recipient who was employed anytime during the previous 12 months.

The Local Board must ensure that the Local Board, its members, or its administrative staff do not directly control the daily activities of its workforce service providers, workforce system partners, or contractors.

Local Board members or their organizations may receive services as a customer of a local services provider or workforce system partner.

A clear separation of duties will be enforced by the Chairman or President of the Local Workforce Development Board to make sure all firewalls between staff that perform governance functions and operation functions that serve multiple roles in the one-stop service delivery system will be enforced in accordance with the Organizational Chart.

4. Authorized Signatures

All the appropriate persons of all partners that will then be submitted to the Local Board will sign the MOU. At that time, the MOU partnership agreement will be signed by the Chairman of the Cochise County Board of Supervisors and by the Local Board chair.

5. Amendments, change or election

The Agreement will be changed or amendments will be added upon agreement of all parties in writing as necessary including how an election may affect this existing agreement. All amendments or changes will be maintained at the local administrative entity office and be available for monitoring.

The effective date of this agreement shall be upon signature by all parties to the agreement, whichever occurs first. This agreement is annually and automatically reviewed for an indefinite duration, or until such time that, a member should decide to terminate its membership. Any member may withdraw by giving 180 days written notice to Cochise County, SAWD and other members of the Consortium. In such cases, all pertinent terms of the agreement shall continue in effect for the remaining members.

Cochise County shall continue as the Grant Recipient for an indefinite period, or until all parties to the Agreement determine to modify the agreement.

The One Stop Operator (OSO) will manage all aspects of the integrated service delivery coordination to foster partnerships to promote Center function as a multi-agency team and ensure seamless service to customers, including:

System Partner Coordination:

The OSO shall, at a minimum:

- Monitor all System Partner Memorandums of Understanding (MOUs) to ensure maximum availability of services for customers.
- Coordinate training for System Partner staff. Coordinating training includes, but is not limited to: identifying training needs, scheduling trainers and facilities for training sessions, to be funded by System Partners, and tracking System Partner staff participation. Training costs, which will be paid by the System Partners, must be approved in writing and in advance.
- Schedule and staff quarterly System Partner meetings. Staffing duties include preparing meeting agendas, distributing meeting agendas to System Partners and Contractor staff in advance of the meetings, facilitating the meetings, taking meeting minutes, and distributing meeting minutes to System Partners and Contractor staff.
- Ensure Contractor logos and branding are used exclusively and consistently.

Continuous Improvement Efforts:

The OSO shall, at a minimum:

- Administer customer satisfaction surveys for first time customers via email or in-person;
- Administer event participant survey for recruitments and other events in-person or via email within three business days of the event;

- Conduct at least one customer focus group twice a year to improve customer and participant satisfaction; and
- Research best practices and provide continuous improvement recommendations on an annual basis

ACCESSIBILITY AND EQUAL OPPORTUNITY

The OSO shall ensure equal opportunity to all individuals. No individual shall be excluded from participation in, denied the benefit of, or subject to discrimination under, any WIOA funded program or activity because of race, color, religion, sex, national origin, age, disability, English proficiency, sexual orientation, political affiliation or belief. The OSO will demonstrate full compliance with the Americans with Disabilities Act Amendments Act of 2008 (ADAAA) and all other equal opportunity laws. This involves the OSO ensuring its staff receive accessibility training and may involve developing accessibility plans. The OSO shall ensure all written material and communications include the statement: "Equal Opportunity Employer/Program; Auxiliary Aids and Services are available upon request" along with a contact number to coordinate needed arrangements. The OSO shall comply and adhere to all Federal and Arizona State regulatory guidance and practices in regard to equal opportunity and ADA compliance.

SAWD will use the policies and procedures included in their finance manual, which depend on the services and costs involved.

ARIZONA@WORK SOUTHEASTER ARIZONA WORKFORCE DEVELOPEMENT shall continue as the Administrative Entity for an indefinite period or until all parties to the agreement with the other's concurrence, determine to modify the agreement.

Modifications to this Agreement shall be written amendments and signed by all parties to the agreement.

6. Communication with Elected Officials

Periodically, the SAWD will develop a Strategic Plan with regard to the administration of WIOA services within the Consortium as may be required by either the Arizona Department of Economic Security (DES), WIOA Administration and/or the Governor's County on Workforce Policy. Upon completion of the Strategic Plan and prior to submittal to DES, the SAWD will provide a copy of the plan for review by the respective Board of Supervisors for all counties in the Consortium. Graham and Greenlee Counties may then submit a letter of recommendation for approval or submit recommendations for revision. The Cochise County Board of Supervisors shall complete final approval of the plan.

The Local Boards and Cochise County Board of Supervisors as Chief Elected Officials will meet once a year, as possible.

Cochise County, through its Administrative Entity, SAWD, shall develop programs, services and budgets for all member counties of the Consortium within the constraints of WIOA, inclusive of Adult, Youth and Dislocated Worker Services. SAWD shall ensure the delivery of effective programs that provide the most beneficial mix of services to eligible residents and private or public employers within the Consortium.

The Cochise County Board of Supervisors shall procure a One Stop Operator using Cochise County Procurement Policies and Procedures.

Contact persons for the member counties and SAWD, under this agreement are as follows:

Edward T. Gillian, County Administrator
1415 Melody Lane, Bisbee AZ 85603

Dustin Welker, Graham County Manager
921 Thatcher Blvd., Safford, AZ 85546

Derek Rapier, Greenlee County Manager
P.O. Box 908, Clifton, AZ 85533

Vada Phelps, AZ@WK SEAZ, Executive Director
900 Carmelita Drive, Sierra Vista, AZ 85635

7. Communication with Public

The Local Board provides information through its web-site, Facebook, posted notices of open meetings, information regarding the activities of the Local Board as required by WIOA 107(e) and 20 CFR 679390, including the following:

- a. Information about the Local Plan, or modification to the Local Plan, before submission of the plan;
- b. List of affiliation of Local Board Members;
- c. Selection of one-stop operators;
- d. Award of grants of contract to eligible provides or workforce development activities;
- e. Minutes of formal Meetings of the Local Board;
- f. Local Board By-laws.

8. Executive Director & Staff

- a. The Local Board has the authority to hire a director or staff.

9. Use and Management of Funds

- a. The Local Board will ensure the appropriate use of funds and the use of funds to maximize performance outcomes by having all disbursements signed by at least one member of the Executive Board and quarterly written finance and verbal performance reports to the Board. The Finance Committee will review the disbursements and report to the Local Board. The Local Board and Board of Supervisors will receive the annual intentent audit. Any findings will be addressed and corrected within a 30-day period.

10. Providers

- a. Providers will be monitored on a quarterly bases for both fiscal and program performance. A quarterly budget report and yearly audit is required to be presented to the staff and LWDB.
- b. Providers that are not performing or are underperforming will be notified and given an opportunity to correct these issues. After two consecutive notices, if the performance is not corrected as required under 20 CFR 679.370, the contract may be withdrawn and a new Request for Proposal (RFP) process completed.

11. Labor Market

1. The Local Board carries out labor market analysis by having access to the Arizona State labor market information, the labor market information provided by Cochise Economic Research Center, and APS reports for Greenlee and Graham Counties. The Local Board will conduct research and local labor market analysis by serving on economic development boards, doing analyses of local economic conditions and asking for input from various stakeholders to meet workforce needs in training and education. The Local Board is made up of 51% business and they bring their information and expertise to supplement local information.
2. All partners meet several times with each partner writing their part of the plan. Staff of the Local Board took all the pieces and put them into a coherent document. Drafts were presented and everyone's concerns were address and incorporated into the plan.
3. Business Representatives continuously meet with businesses in all three counties to promote business representation, develop effective linkages, ensure that activities meet the needs of employers and support economic growth in the three counties using developed strategies to meet the needs of businesses and job seekers.
4. Representatives from secondary and postsecondary education sit on the Local Board, SAWD will lead efforts to develop and implement career pathways that are needed by adults, dislocated workers and youth by aligning the employment, training, education and supportive services in the local area. Staff and board members sit on several boards representing the Local Board's interests and provide information to members of those boards. The educational entities sit on the Local Board, and bring a lot of information about how the partnerships develop and implement career pathways.

5. The Local Board leads efforts in our three counties to identify and promote proven and promising strategies and initiatives to meet the needs of employers, workers and job seekers by taking the message and delivering information to local service agencies and sitting on various boards and attending meetings. A report will be brought back to the full board.
6. The use of social media and various other technology methods are used to meet the required accessibility of the system for employers and job seekers. All one-stop centers have computers and software that is available for both businesses and jobseekers. In each one-stop, there are also staff available to provide services and resources. SAWD will work with partners in the local workforce development area to provide a one door approach to prevent a duplication of services. Technology will be used to give better access to our services in the remote areas of the three counties such as Zoom or Skype. Jobseekers will be introduced to the statewide Arizona Job Connection (AJC) system in order to access available jobs and upload their resume for positions available. Businesses will be introduced to the AJC system to post jobs available and to review resumes of jobseekers available for work and have the job qualifications.
7. The Consortium has negotiated with the Chairman of the Cochise County Board of Supervisors and all required partners for the funding of the infrastructure costs in accordance with 678.715, which include dollars and in-kind services, so that each entity provides its appropriate share.
8. Under WIOA sec. 107 (d) (10) (E) we will work with the State and any other entity to ensure there are sufficient providers available for our local area. With the Eligible Training Provider List (ETPL), clients have many choices. One-Stops have integrated services for individuals with disabilities. Vocational Rehabilitation services are located in the One-Stops as well as telephones and computers designed for individuals with disabilities.
9. ARIZONA@WORK Southeastern Arizona provides training and information. The Local Board and staff members hold meetings and attend meetings to share information with education and training providers in our local areas. SAWD reviews the WIOA Title II Adult Education grant applications for educational services to ascertain if the grant applications are consistent with the local plan. If recommendations are needed to better align the grant applications for Adult Education educational services SAWD makes those recommendations upon conclusion of the review. SAWD works with education and training providers in the local area to coordinate their services to our clients once approval is obtained from the State ETPL coordinator for inclusion to the ETPL listing.
10. All ARIZONA@WORK Southeastern Arizona One-Stop locations have been monitored and inspected to ensure the physical and programmatic accessibility in accordance with WIOA sec. 188. An employee is designated and inspects each location on an annual basis and is available to anyone desiring to file a complaint. Any complain is addressed within a 24-hour basis.
11. The State of Arizona and members of the Local Board have certified all ARIZONA@WORK Southeastern Arizona locations in accordance with 20 CFR

678.800 and State Workforce Policy #6 (Certification of ARIZONA@WORK Job Centers).

IN WITNESS WHEREOF, the parties hereto have affixed their signature to this Agreement titled Southeastern Arizona Workforce Development Area Consortium Agreement and Cochise, Greenlee and Graham Counties.

COCHISE COUNTY BOARD OF SUPERVISORS:

Chairperson

DATE

ARIZONA@WORK – SOUTHEASTERN ARIZONA WORKFORCE DEVELOPMENT:

RON CURTIS – PRESIDENT/CHAIRMAN

DATE

IN WITNESS WHEREOF, the parties hereto have affixed their signature to this Agreement titled Southeastern Arizona Workforce Development Area Consortium Agreement and Cochise, Greenlee and Graham Counties.

GREENLEE COUNTY BOARD OF SUPERVISORS:

Chairperson

DATE

ARIZONA@WORK – SOUTHEASTERN ARIZONA WORKFORCE DEVELOPOMENT:

RON CURTIS – PRESIDENT/CHAIRMAN

DATE

IN WITNESS WHEREOF, the parties hereto have affixed their signature to this Agreement titled Southeastern Arizona Workforce Development Area Consortium Agreement between Cochise Private Industry Council and Cochise, Greenlee and Graham Counties.

GRAHAM COUNTY BOARD OF SUPERVISORS:

Chairperson

DATE

ARIZONA@WORK – SOUTHEASTERN ARIZONA WORKFORCE DEVELOPMENT:

RON CURTIS – PRESIDENT/CHAIRMAN

DATE

IN WITNESS WHEREOF, the parties hereto have affixed their signature to this Agreement titled Southeastern Arizona Workforce Development Area Consortium Agreement between Cochise Private Industry Council and Cochise, Greenlee and Graham Counties.

DEREK RAPIER
County Administrator
(928) 865-2072

FACSIMILE (928) 865-9332



BOARD OF SUPERVISORS
P.O. BOX 908
253 5TH STREET
CLIFTON, AZ 85533

DAVID GOMEZ
District 1

RON CAMPBELL
District 2

RICHARD LUNT
District 3

MEETING NOTICE and AGENDA
Pursuant to Arizona Revised Statutes §38-431, et. seq.
and amendments thereto, the
GREENLEE COUNTY BOARD OF SUPERVISORS
also sitting as Board of Directors for
GREENLEE COUNTY PUBLIC HEALTH SERVICES DISTRICT
and
GREENLEE COUNTY FLOOD CONTROL DISTRICT

hereby gives notice that a
Regular Meeting
will be held on Tuesday, June 2, 2020 – 1:00 p.m.
Zoom Video Conferencing. To join the meeting enter the following URL into your
browser:

**As of May 30, Zoom will require all users to upgrade to Zoom 5.0. Please
upgrade to this latest version prior to the beginning of this public meeting.**

Join Zoom Meeting

<https://us02web.zoom.us/j/84984182745?pwd=N1U1UHE1ZDBzQVpGbktGVEZRU0w2UT09>

Meeting ID: 849 8418 2745
Password: 542512

The Board of Supervisors Meeting Room, 2nd floor Courthouse Annex, 253 5th
Street, Clifton, Arizona, will also be open to the public and a link to the video
conference will be provided at that location

AGENDA AND MINUTES

In attendance: Board of Supervisors members: Richard Lunt, Chairman, David Gomez,
Member; and Ron Campbell, Member. Also present were Jeremy Ford, County Attorney;
Derek Rapier, County Administrator, Austin Adams, Deputy County Administrator and
Bianca Figueroa, Deputy Clerk of the Board

1.) Call to Order

Chairman Lunt called the meeting to order at 1:00 p.m.

A. Pledge of Allegiance

Supervisor Gomez led those present in the Pledge of Allegiance.

B. Call to the Public

Derek Rapier responded to call to the public and gave thanks to Daniel Cervantes, Clifton resident for noticing minutes that were missed from a Board Meeting back in 2017.

Daniel Cervantes, Clifton resident responded to call to the public, he stated he'll try to attend all Board Meetings he can. Mr. Cervantes stated he was able to view the Morenci High School parade and Fairbanks Middle School virtual graduation.

Suzanne Menges, Duncan resident responded to call to the public and stated she was pleased to receive the Travel Management Plan comments and she enjoyed reading the Board's comments. She stated her concerns regarding the Wolf issue. Ms. Menges gave thanks to Mr. Rapier for providing her with the comments

Tim Sumner, County Sheriff responded to call to the public and stated there were great graduations held in a unique way for a unique school year. Mr. Sumner stated Greenlee County Sheriff's Office will not enforce the Governor's Executive Order regarding the statewide curfew.

- 2.) **PUBLIC HEALTH SERVICES DISTRICT – the Board of Supervisors will convene as the Board of Directors of the Greenlee County Public Health Services District and will reconvene as the Board of Supervisors following consideration of these items:**

A. Consent Agenda

1. **Clerk of the Board: Consideration of approval of Public Health Services District expense warrants in excess of \$1,000.00**

Upon motion by Supervisor Gomez, seconded by Supervisor Campbell, and carried unanimously, the Board approved the Public Health Services District Consent Agenda as presented.

- 3.) **Bianca Figueroa, Elections Director**
A. Consideration of cancellation of Precinct Committeemen Elections pursuant to Arizona Revised Statutes §16-410 and §16-822(B)

Ms. Figueroa stated the number of Precinct Committeemen that filed nomination forms is less than or equal to the amount of precinct seats. Per statute the Election can be cancelled.

Upon motion by Supervisor Campbell, seconded by Supervisor Gomez, and carried unanimously, the Board approved the cancellation of Precinct Committeemen Elections as presented.

B. Consideration of appointment of Democratic Precinct Committeemen Pursuant to Arizona Revised Statutes §16-410 and §16-822(B): Precinct #3-Clifton 1 –Barbara Waddell Reyes, Chris Moorman, Barbara Ahmann, Susan Breen, Walter Mares; Precinct #4-Clifton 2 – Richard Ward, Shirley Randall, Patricia Mikelonis; Precinct #7 -York/Sheldon – Terrill Rowley

Ms. Figueroa stated the PC's that filed shall be deemed as elected per statute.

Upon motion by Supervisor Gomez, seconded by Supervisor Campbell, and carried unanimously, the Board approved the appointment of the Democratic Precinct Committeemen as presented.

C. Consideration of appointment of Republican Precinct Committeemen pursuant to Arizona Revised Statutes §16-410 and §16-822(B): Precinct #5 Morenci – Elizabeth Speck, Barry Speck; Precinct #7-York/Sheldon Richard Kaler; Precinct #8-Duncan – Bob Thomas, Cindy Thomas

Ms. Figueroa stated the PC's that filed shall be deemed as elected per statute.

Upon motion by Supervisor Campbell, seconded by Supervisor Gomez, and carried unanimously, the Board approved the appointment of the Republican Precinct Committeemen as presented.

4.) Reed Larson, County Engineer
A. Discussion/Action regarding Greenlee County Airport eligibility for a \$1,000.00 CARES Act Grant

Mr. Larson stated the grant comes from the federal government (FAA) and although it is not very much money, it will help him learn the FAA grant approval process. He recommends board's approval.

Upon motion by Supervisor Campbell, seconded by Supervisor Gomez, and carried unanimously, the Board approved accepting CARES Act Grant as presented.

5.) Derek Rapier, Clerk of the Board
A. Discussion/Action: Board Minutes Approval Process

Mr. Rapier discussed the board minutes approval process, he stated Statue does not require the board to approve the minutes. Mr. Rapier proposed having the clerk present the minutes to Chairman for initial approval and posting. The minutes would then be formally approved by the Board at the next Board meeting.

Upon motion by Supervisor Gomez, seconded by Supervisor Campbell, and carried unanimously, the Board approved the Board Minutes Approval Process as presented.

6.) Derek Rapier, County Administrator
A. County and State budget and legislative issues

Mr. Rapier stated very little to report on the legislature, very little was passed but counties will need to watch carefully when the legislature returns to address the state's budget. Mr. Rapier stated that it is unknown when the legislature will return.

B. Calendar and Events

Calendar and events were discussed. Budget work session scheduled for Wednesday, June 10, 2020 at 8:00 a.m.

7.) Consent Agenda
A. Clerk of the Board: Consideration of approval of minutes to previous meetings: 11/07/2017; 8/05/2019; 5/19/2020
B. Clerk of the Board: Consideration of approval of expense warrants in excess of \$1,000.00 – Voucher: 3040; 3041
C. Chief Probation Officer: Consideration of approval of Fiscal Year 2020/2021 Arizona Supreme Court Family Counseling Program Resolution in the amount of \$ 1,422.00.

Upon motion by Supervisor Campbell, seconded by Supervisor Gomez, and carried unanimously, the Board approved the Consent Agenda as presented.

8.) Supervisors Reports

Chairman Richard Lunt

A. County Supervisors Association (CSA) meeting

Chairman Lunt attended the CSA meeting, he stated reports are regular from the governor, it is planned for school and activities to resume in the fall.

B. Western Interstate Region (WIR) meeting

Chairman Lunt attended the WIR meeting and stated first order of business was the Elections of officers for next year and recited who was elected to various offices. He stated the meetings and presentations were very informative.

Supervisor David Gomez

A. Industrial Railroad Dedication of Morenci 9 Locomotive in Honor of our Nation's Military & Veterans of the Military

Supervisor Gomez attended a special event at Veterans Park, which was to commemorate the lives of our nation's Military. He stated along with the special event, FMI Industrial railroad dedicated the Morenci 9 Locomotive in honor of our Nation's Military and veterans of the Military.

9.) Fiscal Year 2020/21 Budget Work Session

Suzanne Menges requested to speak on this item, she stated her concerns and considerations regarding the County Fairground.

Daniel Cervantes responded and shared information he read regarding Federal or State funds the County should be receiving.

Sheriff, Tim Sumner presented concerns about a set pay scale and the reduction of the 5% budget. He stated 90% of his budget is to personal. Mr. Sumner discussed grants and outside funding items and amounts. Mr. Sumner requested replacing both patrol and detention vehicles and stated ACIP recommended the hire of two new Detention Sergeants. He also requested that the Board provide an additional position of Investigator.

Mr. Rapier discussed COVID CARES Act grant

Derek Rapier presented budget for Karen Smith, Justice of the Peace-Precinct #2 he stated, she had a 3.84% reduction on her budgets which include savings in operations and in personal. 6.129% reduction in budget from the result of reducing the second court clerk from a full time to a part time position, she'd like to use those saving and create a raise for her Chief Justice Court Clerk.

County Attorney, Jeremy Ford presented his department's budget, he discussed his unique way to save the county money during this hard period. Mr. Ford stated he was able to use other sources of funding that comes from outside county general fund. Using these funds for personnel, office supplies, and including no capital outlay and no vehicle purchasing for FY 21, he was able to achieve a 6.2% reduction in his General Fund expenditures. Mr. Ford explained to the board these are temporary reductions not sustainable over the long term.

Derek Rapier discussed COVID relief legislation. He expressed his concerns and thoughts regarding the appropriate usage of funds and that guidelines are different that the statutory language. Mr. Rapier stated he'll continue to work with county attorney on this issue.

Mr. Rapier discussed department General funds.

10.) Adjournment

There being no further business to come before the Board of Supervisors the meeting was adjourned at 4:10 p.m.

APPROVED: /s/ Richard Lunt, Chairman

ATTEST: /s/ Bianca Figueroa
Deputy Clerk of the Board

All agenda items are for discussion and/or action as deemed necessary. The Board reserves the right to consider any matter out of order. The Board may retire into Executive Session for any of the purposes that are allowed by law, including but not limited to legal advice and/or personnel matters; as authorized by A.R.S. §38-431 et seq. Persons with a disability may request accommodation for special assistance by contacting Bianca Figueroa at 928-865-2072 (TDD 928-865-2632). Requests should be made as soon as possible to allow time for arrangement of the accommodation.

DEREK RAPIER
County Administrator
(928) 865-2072

FACSIMILE (928) 865-9332



BOARD OF SUPERVISORS
P.O. BOX 908
253 5TH STREET
CLIFTON, AZ 85533

DAVID GOMEZ
District 1

RON CAMPBELL
District 2

RICHARD LUNT
District 3

MEETING NOTICE and AGENDA

**Pursuant to Arizona Revised Statutes §38-431, et. seq.
and amendments thereto, the
GREENLEE COUNTY BOARD OF SUPERVISORS
also sitting as Board of Directors for
GREENLEE COUNTY PUBLIC HEALTH SERVICES DISTRICT
and
GREENLEE COUNTY FLOOD CONTROL DISTRICT**

**hereby gives notice that a
Special Meeting
will be held on Wednesday, June 10, 2020 – 8:00 a.m.
Zoom Video Conferencing. To join the meeting enter the following URL into your
browser:**

<https://us02web.zoom.us/j/83518899121?pwd=bFdSUFINeXpMTzh4MEpaeGF2UEZpZz09>

**Meeting ID: 835 1889 9121
Password: 263378**

**Board of Supervisors Meeting Room, 2nd floor Courthouse Annex, 253 5th Street,
Clifton, Arizona**

AGENDA AND MINUTES

In attendance: Board of Supervisors members: Richard Lunt, Chairman, David Gomez, Member; and Ron Campbell, Member. Also present were Jeremy Ford, County Attorney; Derek Rapier, County Administrator, Austin Adams, Deputy County Administrator and Bianca Figueroa, Deputy Clerk of the Board

1.) Call to Order

Chairman Lunt called the meeting to order at 8:00 a.m.

A. Pledge of Allegiance

Supervisor Gomez led those present in the Pledge of Allegiance.

B. Call to the Public

Steve Rutherford, Emergency Management, responded to call to the public and gave an update on the wildfire occurring in the northern part of the county. He stated that it is currently approximately 1,500 acres with 250 personnel assigned.

2.) **Derek Rapier, County Administrator**

A. Discussion/Action – Consideration of Proposed Greenlee County comments regarding the U.S. Fish & Wildlife Service Notice of intent to prepare a supplement to an environmental impact statement on the Revision to the Nonessential Experimental Population of Mexican wolf

Mr. Rapier discussed the County's comments and explained the comments were very narrow in scope on the draft supplement to the environmental impact statement.

Upon motion by Supervisor Campbell, seconded by Supervisor Gomez, and carried unanimously, the Board approved the agenda item as presented.

B. Discussion/Action – Consideration of Proposed ECO comments regarding the U.S. Fish & Wildlife Service Notice of intent to prepare a supplement to an environmental impact statement on the Revision to the Nonessential Experimental Population of Mexican wolf.

Mr. Rapier stated Greenlee County's comments were similar to ECO's comments, he stated same message given in ECO's and the County's comments but presented to two different audiences. ECO's comments are directed to the people who will develop the plan and the County's comments are directed at the policy decision maker.

Upon motion by Supervisor Campbell, seconded by Supervisor Gomez, and carried unanimously, the Board approved the agenda items as presented.

3.) **Executive Session: A.R.S. §38-431.03(A)(3), Legal Advice – Legal uses of CARES Act funding under existing federal law, federal and state implementation guidance.**

Upon motion by Supervisor Gomez, seconded by Supervisor Campbell, and carried unanimously, the Board convened into Executive Session.

The Board reconvened into regular session.

4.) **Budget Work Session**

Steve Rutherford presented the Health Department budget items to the board, discussed multiple contracts, services, programs and groups the Health Department offers. He discussed immunizations the county provides residents, Family planning services, WIC program, Public Health, Teen Pregnancy Prevention, STD control program, Alzheimer's Support Group, Disease Control Program, Environmental Health services, Home Care Services and Vital Records services that are provided.

Tony Hines presented Facilities/Fleet/parks budget. Mr. Hines discussed services requested as of May 31, 2020, the total service requests are up 68% from last year and closed service request are up 31% over last year. Mr. Hines discussed Capital improvements, park and landscape improvements and new roads equipment.

Mr. Rapier opened discussions on items for the Board to consider beginning with property tax rates including the Public Health Services District and Flood Control District.

The projected Carry Forward was reviewed with a recommendation that carry forward funds in \$2M be distributed with \$400,000 to the Road Fund; \$1.5M to Capital Projects fund and \$1,800,000 to the Sustainability fund.

Revenue control limits were also discussed.

Mr. Rapier recommended to hold steady on raises, no raise or potentially a small raise reserve mid-year salary. He recommended no new Investigator, no new vehicles, fund 10h/day, 80h/pay period for the Sheriff's Office.

Mr. Rapier recommended that the Board continue to implement the same conservative policies for managing revenue streams (reduction in sales/severance taxes, etc.)

Mr. Rapier reviewed the several requests from departments as follows:

- Assessor – continue Pictometry, increase in salary for an employee achieving next appraiser level.
- Attorney – use grant and temporary funds to shift partial employee salaries
- Elections – need to budget for the upcoming Primary and General Elections
- Health Department – have managed current COVID relates expenses with current personnel and few extraordinary funds.
- Justice of the Peace, Precincts 1 and 2 – salary increase for Chief Justice Court Clerk
- Recorder – some increased costs associated with elections

BOARD OF SUPERVISORS AGENDA AND MINUTES

June 10, 2020

Page 4 of 4

- Superior Court Judge – AOC continued computer maintenance costs, potential increased costs for COVID related measures, court security measures
- Superior Court Clerk – fill part time vacancy either 20h/week or 24h/week
- Information Technology (IT) – maintaining current programs, replacing equipment on the rotation and implement upgrades to various systems; additional software system maintenance contracts
- Parks and Recreation – fencing, bathrooms, grass, sprinklers for parks; York Park playground equipment/shade, picnic tables/ramadas
- Economic Development – continue to look for housing and business development opportunities; fund for sponsorships such as Colors of Copper, AZ Community Foundation, etc.

The Board gave Mr. Rapier permission to apply for the CARES Act Grant

5.) Adjournment

There being no further business to come before the Board of Supervisors the meeting was adjourned at 2:16 p.m.

APPROVED: /s/ Richard Lunt, Chairman

ATTEST: /s/ Bianca Figueroa
Deputy Clerk of the Board

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BOARD OF SUPERVISORS AGENDA AND MINUTES

June 10, 2020

Page 4 of 4

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Deputy Clerk of the Board

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COUNTY OF GREENLEE VOUCHER



VOUCHER NUMBER	3042
VOUCHER DATE	6/3/2020
FISCAL YEAR	2019-2020

The **COUNTY OF GREENLEE** is hereby authorized by the **GREENLEE COUNTY PUBLIC HEALTH BOARD OF DIRECTORS** to draw warrants against **222-HEALTH SERVICE FUNDS** for the sum of \$ 5,785.71 on account of obligations incurred for value received in services and for materials as shown above for period July 1, 2019 to June 30, 2020 (period cannot overlap fiscal year end).

The **COUNTY OF GREENLEE** is hereby authorized by the **GREENLEE COUNTY FLOOD CONTROL DISTRICT BOARD OF DIRECTORS** to draw warrants against **240 - FLOOD CONTROL DISTRICT FUNDS** for the sum of \$ - on account of obligations incurred for value received in services and for materials as shown above for period July 1, 2019 to June 30, 2020 (period cannot overlap fiscal year end).

The **COUNTY OF GREENLEE** is hereby authorized by the **BOARD OF SUPERVISORS** to draw warrants against **COUNTY OF GREENLEE FUNDS** for the sum of \$ 256,674.33 on account of obligations incurred for value received in services and for materials as shown above for period July 1, 2019 to June 30, 2020 (period cannot overlap fiscal year end).

222 - Health Service Funds	\$ 5,785.71
240 - Flood Control Funds	\$ -
All Other Funds	\$ 250,888.62
TOTAL	\$ 256,674.33

GREENLEE COUNTY VOUCHER

Voucher No: 3042

Voucher Date: 06/03/2020

Prepared By: _____

Printed: 06/02/2020 03:13:17 PM

GREENLEE COUNTY is hereby authorized to draw warrants against GREENLEE COUNTY funds for the sum of \$256,674.33 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2019 to June 30, 2020 (period cannot overlap fiscal year end.)

I certify by my original signature below that this claim is just and correct, and the services and/or materials herein represented have been received and that the claim: ___ was approved at a public meeting of the governing board on _____ (A.R.S. 15-304), or ___ will be ratified at the next regular or special meeting of the governing board on _____ in accordance with the procedures of A.R.S. 15-321 All items are properly coded and not in excess of the budget. Itemized invoices accompany these vouchers. All employees and officials have on file an oath in compliance with ARS 38-231.

Richard Lunt Chairman, Supervisor District 3

David Gomez Supervisor District 1

Ron Campbell Supervisor District 2

GREENLEE COUNTY

Fund		Amount
101	ADMIN - GENERAL FUND	\$66,041.61
130	SUPERIOR COURT - LAW LIBRARY FUND	\$950.67
140	ATTORNEY - ENHANCEMENT FUND	\$1,536.25
150	SHERIFF - JAIL ENHANCEMENT FUND	\$4,824.00
179	RESTITUTION/ CVC	\$1,000.00
186	SHERIFF - STONE GARDEN - PERSONNEL	\$17,357.70
198	ATTORNEY - APAAC TECHNOLOGY FUND	\$52.43
219	PUBLIC WORKS - LANDFILL OPERATIONS FUND	\$1,549.51
220	PUBLIC WORKS - ROAD FUND	\$119,141.95
222	PHSD - HEALTH SERVICES FUND	\$5,785.71
223	EMERGENCY MNGMT - BIOTERRORISM	\$1,183.60

Voucher No: 3042**Voucher Date: 06/03/2020**

Fund		Amount
225	ADMIN - ECONOMIC DEVELOPMENT FUND	\$490.00
237	AIRPORT - AIRPORT IMPROVEMENT FUND	\$363.51
243	FAIR FUND	\$1,462.10
256	UNITED WAY GRANT	\$6,549.54
273	ADHS - COVID-19	\$5,265.00
601	PROBATION - GENERAL FUND	\$767.98
603	PROBATION - FAMILY COUNSELING	\$7,033.00
615	PROBATION - COMMUNITY PUNISHMENT PROGRAM	\$200.00
616	PROBATION - JUV INT PROB SUPERVISIONS-JIPS	\$351.59
621	PROBATION - JTSF	\$210.27
800	ADMIN - GENERAL LONG TERM DEBT ACCOUNT	\$5,934.99
802	ADMIN - CAPITAL IMPROVEMENT PROJECTS	\$8,622.92
		<hr/> \$256,674.33

Greenlee County

Disbursement Detail Listing

Bank Name: For Treasurer Posting

Date Range: 07/01/2019 - 06/30/2020

Sort By: Check

Fiscal Year: 2019-2020

Bank Account: TREASURER

Voucher Range: 3042 -

Dollar Limit: \$999.99

Print Employee Vendor Names

Exclude Voided Checks

Exclude Manual Checks

Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
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Bank Name: For Treasurer Posting

Bank Account: TREASURER

522756	06/03/2020	3042	AZ EMERGENCY PRODUCTS	INV0023216	186.019.0000.6286.000	GCSO - 2019 CHEVY SILVERADO 2500	\$17,357.70	
							Check Total:	\$17,357.70
522758	06/03/2020	3042	AZ STATE TREASURER	V529305	101.073.0000.7419.000	STATE AHCCCS PAYMENT FOR THE MONTH OF JULY	\$15,892.00	
							Check Total:	\$15,892.00
522759	06/03/2020	3042	BANKCARD CENTER	V677437	101.008.0000.7535.000	CHARGES TO VISA CARD	\$14.99	
522759	06/03/2020	3042	BANKCARD CENTER	V677437	101.016.0000.7539.000	CHARGES TO VISA CARD	\$600.00	
522759	06/03/2020	3042	BANKCARD CENTER	V677437	101.019.0000.7419.000	CHARGES TO VISA CARD	\$14.99	
522759	06/03/2020	3042	BANKCARD CENTER	V677437	101.075.0000.7534.000	CHARGES TO VISA CARD	\$400.00	
522759	06/03/2020	3042	BANKCARD CENTER	V677437	802.032.0000.8551.000	CHARGES TO VISA CARD	\$483.31	
522759	06/03/2020	3042	BANKCARD CENTER	V677437	802.032.0000.8551.000	CHARGES TO VISA CARD	\$181.08	
							Check Total:	\$1,694.37
522760	06/03/2020	3042	BOTANICAL PHARM, LLC	076	222.051.0000.7419.000	Graham County Epidemiology Consulting 32	\$2,080.00	
522760	06/03/2020	3042	BOTANICAL PHARM, LLC	111	273.051.0067.7419.000	Greenlee County Epidemiology 81 hours at	\$5,265.00	
522760	06/03/2020	3042	BOTANICAL PHARM, LLC	211	222.051.0000.7419.000	Greenlee Public Health Consulting 19 hours at	\$1,235.00	
							Check Total:	\$8,580.00
522763	06/03/2020	3042	CAROLYN CLARK	V752997	101.012.0000.7418.000	May Mediations	\$1,200.00	
							Check Total:	\$1,200.00
522764	06/03/2020	3042	CATERPILLAR FINANCIAL SERVICES CORP	20977212	800.030.0000.9000.000	CONTRACT 2018-001 140M3 GRADER AND 930M	\$5,934.99	
							Check Total:	\$5,934.99
522765	06/03/2020	3042	CDW GOVERNMENT, INC	V102561	802.032.0000.8550.000	HARDWARE FOR R. LARSON-DELL 5540(1),	\$4,988.74	

Greenlee County

Disbursement Detail Listing

Bank Name: For Treasurer Posting

Date Range: 07/01/2019 - 06/30/2020

Sort By: Check

Fiscal Year: 2019-2020

Bank Account: TREASURER

Voucher Range: 3042 -

Dollar Limit: \$999.99

Print Employee Vendor Names

Exclude Voided Checks

Exclude Manual Checks

Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
522765	06/03/2020	3042	CDW GOVERNMENT, INC	V280544	101.015.0000.6490.000	FLASH DRIVES 4G(10),8G(10),16G(10),2TB(\$1,185.42
522765	06/03/2020	3042	CDW GOVERNMENT, INC	V420018	101.015.0000.6490.000	MONITORS(3), KEYBOARD COMBO(3), AUDIO CABLE(3)	\$738.39
522765	06/03/2020	3042	CDW GOVERNMENT, INC	V464840	802.032.0000.8551.000	REED LARSON SOFTWARE: AUTODESK, ADOBE PRO,	\$2,969.79
522765	06/03/2020	3042	CDW GOVERNMENT, INC	V71144	101.015.0000.6490.000	SPEAKERS(10) SURFACE CASES(5) SURFACE	\$1,072.10
Check Total:							\$10,954.44
522767	06/03/2020	3042	CHRISTINE PERKINS	V560955	179.002.0000.7539.000	CVC 20-01 Work Loss	\$1,000.00
Check Total:							\$1,000.00
522769	06/03/2020	3042	DAISY FLORES	V22970	101.012.0000.7411.000	Indigent Defense - Levi Crosby	\$650.00
522769	06/03/2020	3042	DAISY FLORES	V808130	101.012.0000.7411.000	Indigent Defense - McBiles; Valenzuela-Ornelas	\$1,115.00
Check Total:							\$1,765.00
522772	06/03/2020	3042	DOUBLE R SOUND INC	894-00002-0002	256.042.0068.7449.000	INVOICE 894-00002-0002 Census 2020 April 7AM	\$350.00
522772	06/03/2020	3042	DOUBLE R SOUND INC	909-00002-0000	256.042.0068.7449.000	INVOICE 909-00002-0000 March Census 2020 Radio	\$160.00
522772	06/03/2020	3042	DOUBLE R SOUND INC	909-00002-0001	256.042.0068.7449.000	Invoice 909-00002-0001 KXKQ-FM April Census	\$608.00
522772	06/03/2020	3042	DOUBLE R SOUND INC	909-00003-0000	256.042.0068.7449.000	INVOICE 909-00003-0000 March Census Radio	\$150.00
522772	06/03/2020	3042	DOUBLE R SOUND INC	909-00003-0001	256.042.0068.7449.000	INVOICE 909-00003-0001 April Census 2020 Radio	\$660.00
522772	06/03/2020	3042	DOUBLE R SOUND INC	909-00004-000	256.042.0068.7449.000	INVOICE 909-00004-000 March Census Radio	\$140.00
522772	06/03/2020	3042	DOUBLE R SOUND INC	909-00004-0001	256.042.0068.7449.000	INVOICE 909-00004-0001 April Census 2020 Radio	\$504.00

Greenlee County

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522772	06/03/2020	3042	DOUBLE R SOUND INC	909-00005-0001	256.042.0068.7449.000	INVOICE 909-00005-0001 April Census 2020 Radio	\$741.00
522772	06/03/2020	3042	DOUBLE R SOUND INC	909-00006-0000	256.042.0068.7449.000	INVOICE 909-00006-0000 March Census 2020 Radio	\$180.00
522772	06/03/2020	3042	DOUBLE R SOUND INC	909-00006-0001	256.042.0068.7449.000	INVOICE 909-00006-0001 April Census 2020 Radio	\$684.00
522772	06/03/2020	3042	DOUBLE R SOUND INC	909-00007-0000	256.042.0068.7449.000	INVOICE 909-00007-0000 March Census 2020 Radio	\$165.00
522772	06/03/2020	3042	DOUBLE R SOUND INC	909-00007-0001	256.042.0068.7449.000	INVOICE 909-00007-0001 April Census 2020 Radio	\$594.00
Check Total:							\$5,131.00
522774	06/03/2020	3042	EMPIRE SOUTHWEST MACHINERY	EMPS4945796	219.036.0000.6320.000	MOTOR VEHICLE PARTS. GB 816F. 4-OILCAT HYDRO	\$96.97
522774	06/03/2020	3042	EMPIRE SOUTHWEST MACHINERY	EMPS4948183	220.030.0000.6320.000	MOTOR VEHICLE PARTS. GB 3410. 4-NUTS, 4-BOLTS,	\$259.53
522774	06/03/2020	3042	EMPIRE SOUTHWEST MACHINERY	EMPS4948184	220.030.0000.6320.000	MOTOR VEHICLE PARTS. GB 3408. 1-BRUSH ST STE,	\$958.80
Check Total:							\$1,315.30
522776	06/03/2020	3042	EXHIBITONE CORPORATION	1000261	101.015.0000.7495.000	E1 CARE MAINTENANCE 4/24/20-4/23/21 FOR	\$2,580.00
Check Total:							\$2,580.00
522777	06/03/2020	3042	GALLS, LLC	015293429	220.030.0000.6490.000	T48IN REVERSIBLE RAINCOATS	\$1,235.57
Check Total:							\$1,235.57
522778	06/03/2020	3042	GILA HEALTH RESOURCES, LLC	V590552	101.016.0000.7419.000	MEDICAL EXAMINOR BILLING/ T. DIDDIO/ R.	\$6,022.08
Check Total:							\$6,022.08
522780	06/03/2020	3042	GRAHAM COUNTY PROBATION	FY19/20/01	603.624.0000.7419.000	Invoice #FY19/20/01 Per IGA/Juvenile Staff Counselor	\$7,033.00

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Dollar Limit: \$999.99

Print Employee Vendor Names

Exclude Voided Checks

Exclude Manual Checks

Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
Check Total:							\$7,033.00
522781	06/03/2020	3042	GREENLEE COUNTY	V415422	223.068.0000.7489.000	Lease of office space for Public Health Preparedness	\$500.00
522781	06/03/2020	3042	GREENLEE COUNTY	V437638	223.068.0000.7489.000	Lease of vehicle for Public Healthy Preparedness	\$500.00
Check Total:							\$1,000.00
522787	06/03/2020	3042	JEIK WILLIAMS	1762	256.042.0068.7449.000	INVOICE 1762 Census 2020 Shirs	\$1,418.54
Check Total:							\$1,418.54
522790	06/03/2020	3042	JOSI Y. LOPEZ	V120011	101.012.0000.7411.000	Enriguez x4; Sarah Salazar; Jenna Dotson	\$1,850.00
Check Total:							\$1,850.00
522797	06/03/2020	3042	MYERSSTRICKLAND, PLLC	889	140.002.0000.7419.000	Anaya Adoption for GCAO	\$1,500.00
Check Total:							\$1,500.00
522798	06/03/2020	3042	NATIONAL INSTITUTE FOR JAIL OPERATIONS	2019.10.09.0698	150.019.0000.7551.000	DACOTA- (15-25 Users) Agency Implementation.	\$4,824.00
Check Total:							\$4,824.00
522801	06/03/2020	3042	OFFICE DEPOT INC	414280611001	243.086.0027.6100.000	New beginning calendars and copy paper	\$147.83
522801	06/03/2020	3042	OFFICE DEPOT INC	46563016001	101.019.0000.6230.000	1 case GLBTI Disinfectant, aerosol. Invoice #	\$48.96
522801	06/03/2020	3042	OFFICE DEPOT INC	485101646001	101.011.0000.6280.000	2 Return Service Requested stamp for Election Mailings.	\$54.28
522801	06/03/2020	3042	OFFICE DEPOT INC	485161208001	222.054.0000.6100.000	Office Supplies	\$159.63
522801	06/03/2020	3042	OFFICE DEPOT INC	487720770001	222.069.0000.6100.000	Office Supplies	\$48.71
522801	06/03/2020	3042	OFFICE DEPOT INC	487720999001	222.069.0000.6100.000	Office Supplies	\$46.70
522801	06/03/2020	3042	OFFICE DEPOT INC	488591451001	101.010.0000.6100.000	File folder for returned election mail and tape for	\$17.04
522801	06/03/2020	3042	OFFICE DEPOT INC	488591451001	101.011.0000.6280.000	File folder for returned election mail and tape for	\$18.24

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Print Employee Vendor Names

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
522801	06/03/2020	3042	OFFICE DEPOT INC	488647568001	101.011.0000.6280.000	File folder for returned election mail and a	\$24.34
522801	06/03/2020	3042	OFFICE DEPOT INC	489057839001	101.019.0000.6230.000	2 window squeegees /with handles. Invoice #	\$12.14
522801	06/03/2020	3042	OFFICE DEPOT INC	489058527001	101.019.0000.6100.000	2 cases OD Econ 10 pk LTR/LGL boxes. Invoice #	\$25.56
522801	06/03/2020	3042	OFFICE DEPOT INC	489137304001	222.051.0000.6100.000	Office Supplies	\$205.10
522801	06/03/2020	3042	OFFICE DEPOT INC	489785607001	101.019.0000.6230.000	12 cans of Ajax oxen scour cleaner. Invoice #	\$24.63
522801	06/03/2020	3042	OFFICE DEPOT INC	489786637001	101.019.0000.6100.000	4 packs of white file folder labels. Invoice #	\$8.04
522801	06/03/2020	3042	OFFICE DEPOT INC	490061968001	101.019.0000.6286.000	BATTERIES AAA, AA 9V, INVOICE 490061968001,	\$186.69
522801	06/03/2020	3042	OFFICE DEPOT INC	490062254001	101.019.0000.6286.000	BATTERIES 3V PHOTO, INVOICE 490062254001,	\$156.28
522801	06/03/2020	3042	OFFICE DEPOT INC	492406598001	621.646.0000.6100.000	Invoice #492406598001 Office Supplies	\$210.27
522801	06/03/2020	3042	OFFICE DEPOT INC	492407403001	101.019.0000.6100.000	10 boxe of white plastic spoons @ 100 ct ea. box. 1	\$16.18
522801	06/03/2020	3042	OFFICE DEPOT INC	492407403001	101.019.0000.6100.000	10 boxe of white plastic spoons @ 100 ct ea. box. 1	\$32.57
522801	06/03/2020	3042	OFFICE DEPOT INC	492410220001	101.019.0000.7539.000	1 case of 200 count 3 compartment styrofoam	\$33.11
522801	06/03/2020	3042	OFFICE DEPOT INC	492702447001	101.019.0000.6230.000	4/ 6-8 QT red lids square, 4 8 Qt. square food	(\$84.36)
522801	06/03/2020	3042	OFFICE DEPOT INC	492702447001	101.019.0000.7539.000	4/ 6-8 QT red lids square, 4 8 Qt. square food	\$163.44
522801	06/03/2020	3042	OFFICE DEPOT INC	492861480001	101.004.0000.6100.000	OFFICE SUPLIES	\$9.99
522801	06/03/2020	3042	OFFICE DEPOT INC	492861480001	101.008.0000.6100.000	OFFICE SUPLIES	\$667.56
522801	06/03/2020	3042	OFFICE DEPOT INC	492861480001	101.015.0000.6100.000	OFFICE SUPLIES	\$30.82

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Print Employee Vendor Names

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Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
522801	06/03/2020	3042	OFFICE DEPOT INC	492861480001	220.032.0000.6000.000	OFFICE SUPLIES	\$99.41
522801	06/03/2020	3042	OFFICE DEPOT INC	492861503001	101.008.0000.6100.000	OFFICE SUPPLIES	\$38.00
522801	06/03/2020	3042	OFFICE DEPOT INC	492862481002	101.008.0000.6100.000	OFFICE SUPPLIES	\$23.23
522801	06/03/2020	3042	OFFICE DEPOT INC	492862482001	101.008.0000.6100.000	OPFFICE SUPPLIES	\$28.61
522801	06/03/2020	3042	OFFICE DEPOT INC	493107573001	101.019.0000.6230.000	2 boxes of Genuine Joe creped double indust wipes.	\$28.21
522801	06/03/2020	3042	OFFICE DEPOT INC	493107573001	101.019.0000.6230.000	2 boxes of Genuine Joe creped double indust wipes.	(\$9.44)
522801	06/03/2020	3042	OFFICE DEPOT INC	49311629001	101.012.0000.6100.000	Miscellaneous - Toner; postage; folder; binder clip;	\$326.63
522801	06/03/2020	3042	OFFICE DEPOT INC	493121079001	101.012.0000.6100.000	Expanding file; pencil moistener	\$59.69
522801	06/03/2020	3042	OFFICE DEPOT INC	493540328001	101.019.0000.6100.000	1 case of 10 reams white copy paper, 2 coffee pot	\$32.57
522801	06/03/2020	3042	OFFICE DEPOT INC	493540328001	101.019.0000.6230.000	1 case of 10 reams white copy paper, 2 coffee pot	\$3.63
522801	06/03/2020	3042	OFFICE DEPOT INC	4935433190011	101.019.0000.7539.000	1 case of 1000 white vented plastic lids for 3.5 -10 oz.	\$26.05
522801	06/03/2020	3042	OFFICE DEPOT INC	496395222001	101.019.0000.6230.000	1 case of 12/32 oz. trigger spray bottles Zep glass	\$51.79
522801	06/03/2020	3042	OFFICE DEPOT INC	496404170001	101.019.0000.6230.000	1 case of 6 (67.63 fl oz Windex original glass	\$51.25
522801	06/03/2020	3042	OFFICE DEPOT INC	496405586001	101.019.0000.6216.000	2 cases of 16 oz. white foam cups. Invoice #	\$117.46
Check Total:							\$3,140.84
522803	06/03/2020	3042	QUALITY EMULSIONS, LLC	49498	220.030.0000.6332.000	ROAD REPAIR MATERIALS. SHIP DATE- 5/18/20.	\$10,009.01
522803	06/03/2020	3042	QUALITY EMULSIONS, LLC	49501	220.030.0000.6332.000	ROAD REPAIR MATERIALS. SHIP DATE: 5/18/20.	\$12,099.13

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Print Employee Vendor Names

Exclude Voided Checks

Exclude Manual Checks

Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
522803	06/03/2020	3042	QUALITY EMULSIONS, LLC	49503	220.030.0000.6332.000	ROAD REPAIR MATERIAL. SHIP DATE:	\$12,050.07
522803	06/03/2020	3042	QUALITY EMULSIONS, LLC	49504	220.030.0000.6332.000	ROAD REPAIR MATERIALS. SHIP DATE-5/19/20.	\$11,662.46
522803	06/03/2020	3042	QUALITY EMULSIONS, LLC	49509	220.030.0000.6332.000	ROAD REPAIR MATERIALS. SHIP DATE: 5/20/20.	\$11,642.84
522803	06/03/2020	3042	QUALITY EMULSIONS, LLC	49510	220.030.0000.6332.000	ROAD REPAIR MATERIAL. SHIP DATE-5/20/20.	\$12,113.86
522803	06/03/2020	3042	QUALITY EMULSIONS, LLC	49511	220.030.0000.6332.000	ROAD REPAIR MATERIAL. SHIP DATE-5/20/20.	\$12,064.78
522803	06/03/2020	3042	QUALITY EMULSIONS, LLC	49512	220.030.0000.6332.000	ROAD REPAIR MATERIALS. SHIP DATE: 5/18/20.	\$12,403.33
522803	06/03/2020	3042	QUALITY EMULSIONS, LLC	49513	220.030.0000.6332.000	ROAD REPAIR MATERIAL EMULSIONS CRS 2P	\$11,986.29
522803	06/03/2020	3042	QUALITY EMULSIONS, LLC	49514	220.030.0000.6332.000	ROAD REPAIR MATERIAL EMULSIONS CRS P SPREADER	\$4,543.31
Check Total:							\$110,575.08
522805	06/03/2020	3042	REBECCA M JOHNSON	V849216	101.012.0000.7411.000	Indigent Defense - Misener; Tuomi; Serna; Barker;	\$4,355.91
Check Total:							\$4,355.91
522809	06/03/2020	3042	SCHINDLER ELEVATOR CORPORATION	8105347858	101.005.0000.7419.000	PROFESSIONAL SERVICES QUARTERLY BILLING FOR	\$1,138.74
Check Total:							\$1,138.74
522810	06/03/2020	3042	SENERGY PETROLEUM	638624	101.005.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$169.65
522810	06/03/2020	3042	SENERGY PETROLEUM	638624	101.005.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$357.79
522810	06/03/2020	3042	SENERGY PETROLEUM	638624	101.019.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$129.30

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Print Employee Vendor Names

Exclude Voided Checks

Exclude Manual Checks

Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
522810	06/03/2020	3042	SENERGY PETROLEUM	638624	101.020.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$148.75
522810	06/03/2020	3042	SENERGY PETROLEUM	638624	101.020.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$115.96
522810	06/03/2020	3042	SENERGY PETROLEUM	638624	101.083.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$28.55
522810	06/03/2020	3042	SENERGY PETROLEUM	638624	219.036.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$351.35
522810	06/03/2020	3042	SENERGY PETROLEUM	638624	219.036.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$30.00
522810	06/03/2020	3042	SENERGY PETROLEUM	638624	220.030.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$4,130.42
522810	06/03/2020	3042	SENERGY PETROLEUM	638624	220.030.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$1,562.62
522810	06/03/2020	3042	SENERGY PETROLEUM	638934	101.002.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$26.60
522810	06/03/2020	3042	SENERGY PETROLEUM	638934	101.003.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$24.23
522810	06/03/2020	3042	SENERGY PETROLEUM	638934	101.005.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$121.75
522810	06/03/2020	3042	SENERGY PETROLEUM	638934	101.019.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$4,589.75
522810	06/03/2020	3042	SENERGY PETROLEUM	638934	101.020.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$264.18
522810	06/03/2020	3042	SENERGY PETROLEUM	638934	101.042.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$37.23
522810	06/03/2020	3042	SENERGY PETROLEUM	638934	101.091.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$23.05
522810	06/03/2020	3042	SENERGY PETROLEUM	638934	220.030.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$66.78

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Print Employee Vendor Names

Exclude Voided Checks

Exclude Manual Checks

Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
522810	06/03/2020	3042	SENERGY PETROLEUM	638934	222.051.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$96.92
522810	06/03/2020	3042	SENERGY PETROLEUM	638934	222.071.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$333.33
522810	06/03/2020	3042	SENERGY PETROLEUM	638934	223.068.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$110.52
522810	06/03/2020	3042	SENERGY PETROLEUM	638934	601.698.0000.6250.000	FUEL, OIL, LUB. (NON-TRAVEL)	\$215.72
Check Total:							\$12,934.45
522813	06/03/2020	3042	SOUTHWEST SYSTEMS	SI20-0520-1	101.006.0000.7494.000	Radio System Maintenance for June 2020	\$5,057.67
Check Total:							\$5,057.67
522817	06/03/2020	3042	THE AARONS COMPANY, LLC	V835181	101.016.0000.7419.000	CONSULTING SERVICES FOR THE MONTH OF JULY 2020	\$3,000.00
Check Total:							\$3,000.00
522819	06/03/2020	3042	THOMSON REUTERS - WEST	842240816	101.002.0000.6240.000	Law books	\$892.50
522819	06/03/2020	3042	THOMSON REUTERS - WEST	842328252	101.002.0000.6240.000	Law books	\$29.84
522819	06/03/2020	3042	THOMSON REUTERS - WEST	842328265	130.012.0000.6240.000	Library Plan Charges - April 5, 2020 - May 4, 2020	\$950.67
Check Total:							\$1,873.01
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314006-052820	101.016.0000.7421.000	PHONE SERVICES ACCT 15314006	\$183.82
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314025-052820	101.016.0000.7421.000	PHONE SERVICES ACCT 15314025	\$62.04
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314051-052820	222.032.0000.7421.000	PHONE SERVICES ACCT 15314051	\$146.23
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314053-052820	101.015.0000.7421.000	PHONE SERVICE ACCT 1531453	\$59.61
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314072-060220	101.016.0000.7421.000	PHONE SERVICE FOR ACCT 15314-072	\$1,076.19

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Print Employee Vendor Names

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Exclude Manual Checks

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314072-060220	220.032.0000.7421.000	PHONE SERVICE FOR ACCT 15314-072	\$42.15
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314072-060220	222.051.0000.7421.000	PHONE SERVICE FOR ACCT 15314-072	\$10.43
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314072-060220	222.054.0000.7421.000	PHONE SERVICE FOR ACCT 15314-072	\$10.96
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314072-060220	222.055.0000.7421.000	PHONE SERVICE FOR ACCT 15314-072	\$10.25
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314072-060220	222.056.0000.7421.000	PHONE SERVICE FOR ACCT 15314-072	\$10.96
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314072-060220	222.057.0572.7421.000	PHONE SERVICE FOR ACCT 15314-072	\$10.96
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314072-060220	222.061.0000.7421.000	PHONE SERVICE FOR ACCT 15314-072	\$8.09
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314072-060220	222.069.0000.7421.000	PHONE SERVICE FOR ACCT 15314-072	\$24.09
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314072-060220	222.071.0000.7421.000	PHONE SERVICE FOR ACCT 15314-072	\$22.02
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314072-060220	222.077.0000.7421.000	PHONE SERVICE FOR ACCT 15314-072	\$20.25
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314072-060220	222.078.0000.7421.000	PHONE SERVICE FOR ACCT 15314-072	\$15.35
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314072-060220	222.080.0000.7421.000	PHONE SERVICE FOR ACCT 15314-072	\$20.20
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314072-060220	223.068.0000.7421.000	PHONE SERVICE FOR ACCT 15314-072	\$7.23
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314072-060220	243.086.0000.7421.000	PHONE SERVICE FOR ACCT 15314-072	\$4.87
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314072-060220	601.698.0000.7421.000	PHONE SERVICE FOR ACCT 15314-072	\$161.42

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314073-060220	101.016.0000.7421.000	PHONE SERVICES ACCT 15314073	\$521.51
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314073-060220	220.032.0000.7421.000	PHONE SERVICES ACCT 15314073	\$51.60
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314073-060220	222.051.0000.7421.000	PHONE SERVICES ACCT 15314073	\$7.99
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314073-060220	222.054.0000.7421.000	PHONE SERVICES ACCT 15314073	\$7.99
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314073-060220	222.055.0000.7421.000	PHONE SERVICES ACCT 15314073	\$9.13
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314073-060220	222.056.0000.7421.000	PHONE SERVICES ACCT 15314073	\$7.99
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314073-060220	222.057.0572.7421.000	PHONE SERVICES ACCT 15314073	\$7.99
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314073-060220	222.061.0000.7421.000	PHONE SERVICES ACCT 15314073	\$6.85
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314073-060220	222.069.0000.7421.000	PHONE SERVICES ACCT 15314073	\$12.55
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314073-060220	222.071.0000.7421.000	PHONE SERVICES ACCT 15314073	\$53.30
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314073-060220	222.077.0000.7421.000	PHONE SERVICES ACCT 15314073	\$9.13
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314073-060220	222.078.0000.7421.000	PHONE SERVICES ACCT 15314073	\$9.13
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314073-060220	222.080.0000.7421.000	PHONE SERVICES ACCT 15314073	\$22.82
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314073-060220	223.068.0000.7421.000	PHONE SERVICES ACCT 15314073	\$65.85
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314073-060220	243.086.0000.7421.000	PHONE SERVICES ACCT 15314073	\$52.22

Greenlee County

Disbursement Detail Listing

Bank Name: For Treasurer Posting

Date Range: 07/01/2019 - 06/30/2020

Sort By: Check

Fiscal Year: 2019-2020

Bank Account: TREASURER

Voucher Range: 3042 -

Dollar Limit: \$999.99

Print Employee Vendor Names

Exclude Voided Checks

Exclude Manual Checks

Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314073-060220	601.698.0000.7421.000	PHONE SERVICES ACCT 15314073	\$52.18
522821	06/03/2020	3042	VALLEY TELECOM GROUP	15314074-052820	101.016.0000.7421.000	PHONE SERVICE ACCT 15314074	\$624.89
522821	06/03/2020	3042	VALLEY TELECOM GROUP	V139044	101.019.0000.7421.000	MULTILINE MONTHLY TELEPHONE CHARGES FOR -	\$278.84
522821	06/03/2020	3042	VALLEY TELECOM GROUP	V328812	222.069.0000.7421.000	Telephone Charges	\$119.29
522821	06/03/2020	3042	VALLEY TELECOM GROUP	V606273	101.006.0000.8520.000	Special Circuit	\$598.00
522821	06/03/2020	3042	VALLEY TELECOM GROUP	V805704	101.019.0000.7421.000	MONTHLY TELEPHONE CHARGES FOR	\$5.46
Check Total:							\$4,431.83
Bank Total:							\$244,795.52

Greenlee County

Disbursement Detail Listing

Bank Name: For Treasurer Posting

Date Range: 07/01/2019 - 06/30/2020

Sort By: Check

Fiscal Year: 2019-2020

Bank Account: TREASURER

Voucher Range: 3042 -

Dollar Limit: \$999.99

Print Employee Vendor Names

Exclude Voided Checks

Exclude Manual Checks

Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
<u>Fund</u>							<u>Amount</u>
101							\$59,479.97
130							\$950.67
140							\$1,500.00
150							\$4,824.00
179							\$1,000.00
186							\$17,357.70
219							\$478.32
220							\$118,981.96
222							\$4,789.34
223							\$1,183.60
243							\$204.92
256							\$6,549.54
273							\$5,265.00
601							\$429.32
603							\$7,033.00
621							\$210.27
800							\$5,934.99
802							\$8,622.92
<hr/> Fund Totals:							\$244,795.52

End of Report

Disbursements Grand Total: \$244,795.52

Greenlee County

Fiscal Year: 2019-2020
Transaction Journal

Criteria:
View: Full
Account Filter: ????.????.?????.?????.???
Collapse Mask: ????.????.?????.?????.???

From Entry Number: To
From Entry Date: 05/28/2020 To 06/12/2020
Reference: Loan
Journal:

Date	Account		Line Memo		Vendor	Debits	Credits
Line Number	Entry Number	Voucher Number	Reference	Check Number	User		
05/29/2020	101.000.0000.1200.000		DUE FROM OTHER FUNDS			\$3.64	\$0.00
1	538	0	Loan	0	rontiveros		
<hr style="border-top: 1px dashed black;"/>							
05/29/2020	101.000.0000.0100.000		CASH ACCOUNT			\$0.00	(\$3.64)
2	538	0	Loan	0	rontiveros		
<hr style="border-top: 1px dashed black;"/>							
05/29/2020	159.000.0000.0100.000		CASH ACCOUNT			\$3.64	\$0.00
3	538	0	Loan	0	rontiveros		
<hr style="border-top: 1px dashed black;"/>							
05/29/2020	159.000.0000.2200.000		DUE TO OTHER FUNDS			\$0.00	(\$3.64)
4	538	0	Loan	0	rontiveros		
<hr style="border-top: 1px dashed black;"/>							
05/29/2020	610.000.0000.1200.000		DUE FROM OTHER FUNDS			\$1,779.65	\$0.00
5	538	0	Loan	0	rontiveros		
<hr style="border-top: 1px dashed black;"/>							
05/29/2020	610.000.0000.0100.000		CASH ACCOUNT			\$0.00	(\$1,779.65)
6	538	0	Loan	0	rontiveros		
<hr style="border-top: 1px dashed black;"/>							
05/29/2020	611.000.0000.0100.000		CASH ACCOUNT			\$1,779.65	\$0.00
7	538	0	Loan	0	rontiveros		
<hr style="border-top: 1px dashed black;"/>							
05/29/2020	611.000.0000.2200.000		DUE TO OTHER FUNDS			\$0.00	(\$1,779.65)
8	538	0	Loan	0	rontiveros		
<hr style="border-top: 1px dashed black;"/>							
Balance:						\$0.00	
Totals:						\$3,566.58	(\$3,566.58)

End of Report

**GREENLEE COUNTY BOARD OF SUPERVISORS
AGENDA INFORMATION FORM**



MEETING DATE: 06-16-2020 REQUESTED BY: Derek Rapier
 DEPARTMENT: Board of Supervisors TELEPHONE #: 928-865-2072

1. Insert brief description of proposal and requested Board action:

Consideration to approve changing the alternate trustee for AZLEGBT from Rene Ontiveros to Austin Adams.

2. Continued from meeting of: _____

Discussed in meeting of: _____

3. Publication requirements:

Does this require publication in the official county newspaper? Yes No
 This department to cause publication Clerk of the Board to cause publication

4. Financial Impact:

Expenditure: Is this a budgeted expense? Yes No Project Code #: _____

Fund _____ \$ _____ Actual Not to exceed
 Fund _____ \$ _____ Actual Not to exceed

If not budgeted, how will this expense be funded? _____

Grants/Contracts:

Federal State Other _____
 CFDA # (Federal grants only) _____ State # _____

Fund _____ \$ _____
 Matching funds required? Yes No Fund _____ \$ _____

5. Legal Review: Does this item require County Attorney review and approval as to form and within powers granted under the laws of the State of Arizona to the Greenlee County Board of Supervisors?

Yes No

Date of County Attorney approval: _____

6. Board of Supervisors action taken:

Approved Amended Disapproved Tabled

Original backup documentation must accompany this form!

DEREK D. RAPIER
County Administrator
Clerk of the Board
(928) 865-2072

FACSIMILE (928) 865-9332



BOARD OF SUPERVISORS
P.O. BOX 908
253 5TH STREET
CLIFTON, AZ 85533

DAVID GOMEZ
District 1

RON CAMPBELL
District 2

RICHARD LUNT
Chairman - District 3

RESOLUTION 2020-06-01

A RESOLUTION OF THE GREENLEE COUNTY BOARD OF SUPERVISORS APPROVING THE APPOINTMENT OF A TRUSTEE AND ALTERNATE TRUSTEE TO THE ARIZONA LOCAL GOVERNMENT EMPLOYEE BENEFIT TRUST BOARD OF TRUSTEES.

WHEREAS, Arizona Revised Statutes Section 11-952.01(C) authorizes two or more public agencies to enter into agreements for the provision of employee health benefit programs; and

WHEREAS, on July 01, 1994 The County of Greenlee (the "COUNTY") entered into an Agreement and Declaration of Trust (the "Trust Agreement") establishing the Arizona Local Government Employee Benefit Trust (the "TRUST") for the purpose of providing health benefits to employees of its Participating Entities; and

WHEREAS, the COUNTY is a Participating Entity in the TRUST; and

WHEREAS, Section 3.01 of the Trust Agreement provides for the operation and administration of the Trust by a Board of Trustees (the "Trust Board") with members to be selected by the Participating Entities; and

WHEREAS, Sections 3.02 of the Trust Agreement provides for the designation of one Trustee and one Alternate Trustee by each Participating Entity, establishes qualifications for appointment as a Trustee or Alternate Trustee and provides that a Participating Entity may at any time remove a Trustee with or without cause; and

WHEREAS, Sections 3.04 of the Trust Agreement provides that following appointment, Trustees and Alternate Trustees shall serve until such time as they resign or cease to be an employee of that Participating Entity and that, in that event, the position shall be deemed vacant and a new Trustee or Alternate Trustee shall be designated by that Participating Entity; and

WHEREAS, due to the occurrence of one of the circumstances specified in Section 3.02 or Section 3.04 of the Trust Agreement the County has a vacancy in its Trustee position which requires appointment of a successor Trustee and/or Alternate Trustee to the Trust Board, the Board of Supervisors wishes to approve such declaration(s) and appointment(s).

NOW, THEREFORE, IT IS RESOLVED AS FOLLOWS

The following appointments of Successor Trustee and Successor Alternate Trustee, respectively, are hereby made by the Greenlee County Board of Supervisors:

Trustee: Derrick Rapier
Alternate Trustee: Austin Adams

1. That the term of these appointments shall commence as of the effective date of this Resolution and shall continue in full force and effect until terminated by removal, resignation or separation from employment as provided in Article III of the Trust Agreement.
2. That within five (5) days of the effective date of this Resolution, a verified copy shall be transmitted to Arizona Local Government Employee Benefit Trust for entry into its official records.

APPROVED AND ADOPTED this 16th day of June, 2020.

Chairman, Richard Lunt

ATTEST:

Clerk of the Board

APPROVED AS TO FORM

County Attorney

GREENLEE COUNTY BOARD OF SUPERVISORS
AGENDA INFORMATION FORM



MEETING DATE: June 16, 2020 REQUESTED BY: Bianca Figueroa
DEPARTMENT: Elections Director TELEPHONE #: _____

1. Insert brief description of proposal and requested Board action:

Consideration of designation of Polling Places/Vote Centers for the 2020 Primary Election on August 4, 2020 and the 2020 General Elections on November 3, 2020 pursuant to ARS 16-411

2. Continued from meeting of: _____

Discussed in meeting of: _____

3. Publication requirements:

Does this require publication in the official county newspaper? Yes No
This department to cause publication Clerk of the Board to cause publication

4. Financial Impact:

Expenditure: Is this a budgeted expense? Yes No Project Code #: _____
Fund _____ \$ _____ Actual Not to exceed
Fund _____ \$ _____ Actual Not to exceed

If not budgeted, how will this expense be funded? _____

Grants/Contracts:

Federal State Other _____
CFDA # (Federal grants only) _____ State # _____
Fund _____ \$ _____
Matching funds required? Yes No Fund _____ \$ _____

5. Legal Review: Does this item require County Attorney review and approval as to form and within powers granted under the laws of the State of Arizona to the Greenlee County Board of Supervisors?

Yes No

Date of County Attorney approval: _____

6. Board of Supervisors action taken:

Approved Amended Disapproved Tabled

Original backup documentation must accompany this form!

**GREENLEE COUNTY
2020 PRIMARY ELECTION
August 4, 2020**

**Vote Centers/Polling Places open at 6:00 a.m. – Close at 7:00 p.m.
Voter registration deadline – July 6, 2020
Early Voting in person ends July 31, 2020**

**ELECCION PRIMARIA DE 2020
4 DE AGOSTO DE 2020**

**Los centros electorales abren a las 6:00 a.m. – cierra a las 7:00 p.m.
Fecha límite de registro de votantes – 6 julio 2020
Votacion adelantada en persona termina 31 julio 2020**

**Vote Center/Polling Places
Centros para votar**

Precinct - Precinto

Upper Eagle Creek School Building
Upper Eagle Creek Road

Precinct 1 – Eagle

Blue School Building
Blue River Road
Blue, AZ

Precinct 2 - Blue

Morenci Vote Center
Morenci Club
314 Plaza Drive
Morenci, AZ

All Precincts
Todos los precintos

Clifton Vote Center
Clifton Train Depot
100 N. Coronado Boulevard
Clifton, AZ

All Precincts
Todos los precintos

Duncan Vote Center
Greenlee County South Annex
1684 Fairgrounds Road
Duncan, AZ

All Precincts
Todos los precintos

Voters registered in any precinct can vote at any Vote Center.
Only voters registered in Precinct 1-Eagle can vote at the Upper Eagle Creek School.
Only voter registered in Precinct 2-Blue can vote at the Blue School.

Contact the Greenlee County Elections Department at 928-865-2072 or
Greenlee County Recorder at 928-865-2632 for more information or visit www.greenlee.az.gov

**GREENLEE COUNTY
2020 GENERAL ELECTION
November 3, 2020**

**Vote Centers/Polling Places open at 6:00 a.m. – Close at 7:00 p.m.
Voter registration deadline – October 5, 2020
Early Voting in person ends October 30, 2020**

**ELECCION GENERAL DE 2020
3 DE NOVIEMBRE DE 2020**

**Los centros electorales abren a las 6:00 a.m. – cierra a las 7:00 p.m.
Fecha límite de registro de votantes – 5 octubre 2020
Votacion adelantada en persona termina 30 octubre 2020**

**Vote Center/Polling Places
Centros para votar**

Precinct - Precinto

Upper Eagle Creek School Building
Upper Eagle Creek Road

Precinct 1 – Eagle

Blue School Building
Blue River Road
Blue, AZ

Precinct 2 - Blue

Morenci Vote Center
Morenci Club
314 Plaza Drive
Morenci, AZ

All Precincts
Todos los precintos

Clifton Vote Center
Clifton Train Depot
100 N. Coronado Boulevard
Clifton, AZ

All Precincts
Todos los precintos

Duncan Vote Center
Greenlee County South Annex
1684 Fairgrounds Road
Duncan, AZ

All Precincts
Todos los precintos

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Greenlee County Recorder at 928-865-2632 for more information or visit www.greenlee.az.gov