

**BOARD OF SUPERVISORS MINUTES
GILA COUNTY, ARIZONA**

Date: February 23, 2010

SHIRLEY L. DAWSON
Chairman

JOHN F. NELSON
Clerk of the Board

TOMMIE C. MARTIN
Vice-Chairman

By: Marian Sheppard
Chief Deputy Clerk

MICHAEL A. PASTOR
Member

Gila County Courthouse
Globe, Arizona

PRESENT: Shirley L. Dawson, Chairman; Tommie C. Martin, Vice-Chairman (via video conferencing); Michael A. Pastor, Supervisor; John Nelson, Interim County Manager/Clerk; Marian Sheppard, Chief Deputy Clerk; and Bryan Chambers, Chief Deputy County Attorney.

Item 1 – Call to Order – Pledge of Allegiance – Invocation

The Gila County Board of Supervisors met in Regular Session at 10:00 a.m. this date in the Board of Supervisors hearing room. Steve Stratton led the Pledge of Allegiance and Reverend Dennis Bennett of the Ponderosa Baptist Church of Payson delivered the invocation.

Item 2 - Information/Discussion/Action to prioritize federally funded projects.

Steve Stratton, Public Works Division Director, advised that at last week's Board meeting he presented the Board with a preliminary list of potential projects that will be submitted to Congresswoman Ann Kirkpatrick as placeholders for FY 2011 federal appropriation funding. At that meeting, the Board advised that it would prioritize the list of potential projects at a later date. Mr. Stratton proceeded to review details of the 6 projects presented for approval, which are shown on the list in the following order: 1) Sewer expansion to accommodate development of Civilian Conservation Job Corps Center (A \$5M request. Mr. Stratton stated, "...there are several options on the sewer project. There is the potential of an earmark, but usually when these go to a congressional person they look for agencies' funding and there are two; there's the state and tribal funding better known as STAG (State and Tribal Assistance Grant), which requires a 45% cash match from the entity and you have to show the 45% when you apply. The second method typically of doing a project like that is through WIFA [Water Infrastructure and Finance Authority], the water infrastructure, a revolving fund and that is a low interest loan."); 2)

Study to determine the best long-term solution for flooding in Pinal, Pinto and Tonto Creeks (A \$2M request with a 5.7% to a 10% cash match requirement.); 3) hazardous fuel reduction in Tonto National Forest (A \$4.3M request with no cash match requirement.); 4) Improvements to Control Road in Tonto National Forest – (A \$7.5M request with a 5.7% cash match requirement.); 5) Improvements to Forest Development Road #512 (Young-Heber) (a \$13.8M request with a 5.7% cash match requirement); and 6) Improvements to Houston-Mesa Road (A \$9.4M request with a 5.7% cash match requirement.)

After a lengthy discussion on prioritizing the list, it was decided to amend the language for the following projects: 1) **East Globe** sewer expansion to accommodate development of a Civilian Conservation Job Corps Center, and 2) Study to determine the best **short-term and** long-term solution for flooding in Pinal, Pinto and Tonto Creeks.

The amounts of requested funding also changed on some items and the highlights of the discussion are as follows: Project #1 – Mr. Stratton requested to call the project East Globe Sewer Expansion to accommodate several properties with septic problems along the highway. He stated the project would require two sets of lines. The County has conducted some preliminary studies with the City of Globe and the City’s sewer system will handle the capacity of the residents in that area and will accommodate the expansion of areas on the east side, which state trust land would be used. The \$5M cost would include the project design and implementation. Project #2 – This project could encompass the Wheatfields area; more specifically Roosevelt Estates, Roosevelt Resort, Tonto Basin and Gisela. During the most recent rainstorm and flooding of that area, the County filed 5 nationwide permits “63” which allowed the County to conduct some preventive measures within the creeks. Gila County is working with its consultant, Westland Resources, and the Army Corps of Engineers to determine the best long-term solutions. One solution would be to install flood control devices or dikes and the second solution would be a relocation of residents. Project #3 – Mr. Stratton explained that the forests have been overgrown for many decades and under poor management. The County has taken proactive steps with regard to fire protection and prevention, such as installing water dip tanks, training County road crews on wildland fire techniques and Vice-Chairman Martin has coordinated efforts with various northern Gila County agencies to work together on fire protection/prevention projects. Vice-Chairman Martin advised that the County has requested this amount (\$4.3M) in the past; however, a request has never been fulfilled. Millions of dollars have been spent by the Forest Service on forest clean-up in the Payson area. There are areas of the forest in Payson which have been classified as NEPA (National Environmental Protection Act)-ready, and the only setback to clearing the ground is receiving the funds. It would cost approximately \$4.3M to clear that acreage. Once the money is received, cleanup of the forests will commence, especially the interface surrounding the local communities. The goal of this proposed project would be to thin the

forest and ultimately save it. Project #4 - Due to the high amount of traffic on this road, the goal is to pave it. Steve Sanders, Public Works Division Deputy Director, is working with the Forest Service on a conducting a HAER (Historic American Engineering Record) study that is required for this project. Project #5 – The goal of this project is to also pave this road that runs from Heber to Young, which is Highway 260. The County currently has approximately \$690K of available funding for this project; however, a certified third party administrator must be involved to spend the money. Mr. Stratton stated that the County looked at chip-sealing the road versus paving it because paving is so much more costly; however, with the amount of snow plowing required on that road the chip-sealing would not hold up over the long term. County efforts are being made to obtain additional funding to be used in conjunction with the \$690K so that paving of the road may commence. The paving would begin on the portion of road that is located in Coconino County and Gila County has been able to obtain an easement on that portion of road from Coconino County. Vice-Chairman Martin suggested dividing this \$13.8M project into smaller projects in order to begin paving at least a portion of the road instead of trying to acquire funds for the entire road. Mr. Nelson, Interim County Manager/Clerk, suggested paving 3 miles of the road to which Mr. Stratton replied that it would cost approximately \$1M per mile to pave. Mr. Stratton agreed that paving the road was of primary importance rather than being concerned about doing road expansions and realignments such as is being done by the Federal Highways Agency. The Board entertained the suggestion to reduce the requested funding from \$13.8M to \$3M. Project #6 – This is a proposed road realignment project that would require an extensive NEPA clearance process. Mr. Stratton suggested reducing the requested amount of funding from \$9.4M to approximately \$2M to at least produce a preliminary alignment of this road and perform NEPA.

After Mr. Stratton’s presentation of information, Mr. Nelson advised that three factors need to be considered for these projects: critical need, whether there are other monies available, and to look at this process to obtain federal funding as a silent auction—if other counties are also bidding on funding for road projects, it lessens the chances of Gila County receiving this money rather than bidding solely on a different project. Mickie Nye provided an update on the status of the efforts to secure a Civilian Conservation Job Corps Center in Gila County and expanding towards the east of the 60/77 junction of which part of that would be a sewer expansion.

After a lengthy discussion to prioritize these projects, Vice-Chairman Martin made a motion for approval; however, there were several interjections of modifications to the motion between the time Vice-Chairman Martin made the motion until Supervisor Pastor seconded the motion. As a result, there was no clear motion made, so the following is the interpretation of Ms. Sheppard, who took and transcribed these meeting minutes.

Upon motion by Vice-Chairman Martin, seconded by Supervisor Pastor, the Board of Supervisors unanimously approved submitting the following list of potential projects that will be submitted to Congresswoman Ann Kirkpatrick as placeholders for FY 2011 federal appropriation funding:

- 1) East Globe sewer expansion to accommodate development of a Civilian Conservation Job Corps Center with a funding request of \$5M.
- 2) Study to determine the best short-term and long-term solution for flooding in Pinal, Pinto and Tonto Creeks with a funding request of \$2M.
- 3) Hazardous fuel reduction in Tonto National Forest with a funding request of \$4.3M.
- 4) Improvements to Houston-Mesa Road with a funding request of \$2M.
- 5) Improvements to Forest Development Road #512 (Young-Heber) with a funding request of \$3M.
- 6) Improvements to Control Road in Tonto National Forest with a funding request of \$2M. (Earlier in the conversation, Vice-Chairman Martin suggested that the requested funding amount could be reduced from \$7.5M.)

The exact amount of the requested funding for each project was not stated during the motion, except for the comment made by Chairman Dawson, which was given after Vice-Chairman Martin made her motion, as follows: "I don't know that we specified. Are we reducing the Tonto Control Road to \$2M; \$3M on the 512 and \$2M on the Houston-Mesa Road?" Vice-Chairman Martin replied, "Yes, that was my understanding. You all?" No further comment was offered as to the amounts stated by Chairman Dawson; therefore, those amounts were accepted as part of the motion. The amounts stated on the list for projects 1, 2 and 3 were also accepted as part of the motion by the Board. *Note to the reader: Please refer to agenda item 7 of the March 2, 2010, minutes for further information and clarification of this issue.*

Item 3 – Information/Discussion/Action to approve Professional Services Contract No. 6850.436/2-2010 between Gila County and Atwell, LLC whereby consulting services will be provided for landfill ADEQ (Arizona Department of Environmental Quality) support and methane monitoring in the amount of \$45,000.

Mr. Stratton advised that in the past Gila County contracted with Hydro Geochem in order to obtain consulting services from Mr. Rich Petrus, who was employed with Hydro GeoChem. Mr. Petrus is now employed with Atwell, LLC, so in order to continue working with Mr. Petrus, Mr. Stratton requested approval of this Professional Services Contract with Atwell, LLC. This Contract is for a period of two years and the Contract may be renewed for two one-year terms. Upon motion by Supervisor Pastor, seconded by Vice-Chairman Martin, the Board unanimously approved Professional Services Contract No. 6850.436/2-2010 between Gila County and Atwell, LLC whereby consulting services will be provided for landfill ADEQ support and methane monitoring in the amount of \$45,000.

Item 4 – Information/Discussion/Action to adopt Resolution No. 10-02-01 designating the incorporated Town of Miami as a Colonia within Gila County.

Supervisor Pastor advised that last week he was contacted by Town of Miami Mayor Pini regarding this request. At that time the other two supervisors and the county manager were on the road, so he proceeded to conduct some research of a Colonia. In Spanish, the definition of a Colonia refers to a residential neighborhood which lacks infrastructure improvements. Supervisor Pastor explained that per federal statute by being designated as a Colonia, the Town of Miami has an opportunity to receive federal funding for its ongoing sewer project. He advised that the Board of Supervisors designated the Town of Hayden as Colonia in 2001 or 2002 for similar reasons. Upon motion by Vice-Chairman Martin, seconded by Supervisor Pastor, the Board unanimously adopted Resolution No. 10-02-01 designating the incorporated Town of Miami as a Colonia within Gila County. **(A copy of Resolution No. 10-02-01 is permanently on file in the Board of Supervisors' Office.)**

Item 5 – CONSENT AGENDA ACTION ITEMS:

- A. Approval of a Special Event Liquor License Application submitted by Pinal Mountain Elks Lodge #2809 to serve liquor at a horseback poker fundraising event for the Gila County Safe House on March 20, 2010.**
- B. Approval of an Intergovernmental Agreement for Election Services between Gila County, the Payson Unified School District No. 10, and the Gila County Superintendent of Schools for a Special Vote-By-Mail Election to be held on March 9, 2010.**
- C. Approval of a request by Lani Hall to use the Fairgrounds Exhibit Hall for the Gila County 4-H Community Club meetings on February 10, April 7, and June 9, 2010, with a waiver of fees.**
- D. Approval of a request by Jennifer Steveson to use the Fairgrounds Exhibit Hall for the Gila County 4-H Rabbit Club to hold its 4-H Rabbit Show on March 13, 2010, with a waiver of fees.**
- E. Approval of a request by the Greater Grace Fellowship/Classic Celebration's non-profit organization to use the Payson Complex grounds for the 12th Annual "Mountain High Arts and Crafts Bazaar" on May 29-31, 2010, and the 13th Annual "Zane Grey Days Festival" on October 2-3, 2010. Proof of liability insurance will be provided to the County prior the events and vendors will sign a Release of Indemnity Agreement.**

- F. Approval of an Intergovernmental Agreement between the City of Globe and Gila County whereby the County will provide emergency computer repairs for a period of one year, from January 1, 2010 through December 31, 2010, with an option to renew the Agreement for two additional one-year periods.**
- G. Approval to renew a Maintenance Agreement between Gila County and Thomas Reprographics, Inc., Tucson, Arizona, on an OCE 7055 map copier being used by the Public Works Engineering Department in the amount of \$750 per year and \$.08 per linear foot for usage in excess of the semi-annual usage factor of 1,500 linear feet for the period March 1, 2010, through February 28, 2011.**
- H. Approval to renew a Professional Services Agreement between the Gila County Health and Community Services Division, Office of Health, and Jean Turney-Shaw, FNP, whereby nurse practitioner services will be provided to the County for the period January 1, 2010, through December 31, 2010.**
- I. Approval of Amendment No. 2 to Contract No. DES080022-22 between the Arizona Department of Economic Security, Rehabilitation Services Administration and Gila County Health and Community Services Division, Gila Employment and Special Training to extend the term of the Contract for the period April 1, 2010, to March 31, 2011.**
- J. Approval of the January 2010 monthly departmental activity reports submitted by the Clerk of the Superior Court and Payson Regional Constable.**
- K. Approval of the January 12, 2010, January 19, 2010, and January 20, 2010, BOS meeting minutes.**
- L. Approval of the personnel reports/actions for the week of February 23, 2010.**

Hire to County Service:

- 1. Carlos Mejia – County Attorney – Detective – 03/08/10 – Cost of Prosecution Fund – Replacing Ramon Hernandez

Departmental Transfers:

- 2. Patrice Buzan – Probation – From Deputy Probation Officer Supervisor – To Probation Program Manager – 02/15/10 – From General Fund – To JPSF/Treatment Fund

End Probationary Period:

- 1. Terry Wollgast – Public Works/Automotive Equipment Maintenance – Vehicle and Equipment Mechanic Sr. – 02/15/10 – Public Works Fund

Position Review:

2. Lex Sheppard – Public Works Engineering – Construction Project Manager – 03/05/10 – Public Works Fund – Personal leave of absence without pay

SHERIFF'S PERSONNEL ACTION ITEMS

Departmental Transfer:

3. Colt Maxwell - Sheriff's Office – From Deputy Sheriff Recruit – To Deputy Sheriff – 02/01/10 - General Fund

End Probationary Period:

4. Sarah Haynie - Sheriff's Office – Administrative Clerk – 02/15/10 – General Fund

M. Approval of finance reports/demands/transfers for the week of February 23, 2010. (separate handout)

\$2,144,421.72 was disbursed for County expenses by check numbers 224607 through 224780. **(An itemized list of disbursements is permanently on file in the Board of Supervisors' Office.)**

Upon motion by Supervisor Pastor, seconded by Vice-Chairman Martin, the Board unanimously approved consent agenda items 5A-5M.

Item 6 - CALL TO THE PUBLIC: Call to the Public is held for public benefit to allow individuals to address issue(s) within the Board's jurisdiction. Board members may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to Arizona Revised Statute §38-431.01(G), action taken as a result of public comment will be limited to directing staff to study the matter, responding to criticism, or scheduling the matter for further discussion and decision at a future date.

There were no requests to speak from the public.

Item 7 - At any time during this meeting pursuant to A.R.S. §38-31.02(K), members of the Board of Supervisors and the Chief Administrator may present a brief summary of current events. No action may be taken on issues presented.

Each Board member presented information on current events. Mr. Nelson advised that he did not have any information to present.

WORK SESSION

No action was taken by the Board on any of the Work Session items below.

Item 8 - Information/Discussion regarding University of Wisconsin report "County Health Ranking, Mobilizing Action toward Community Health."

Dave Fletcher, Division of Health and Community Services Director, provided a Power Point presentation regarding the results of this report. The University's goal was to measure the overall "public's health" for all 3,066 individual counties within the United States and then rank them numerically within the state each county resides. He emphasized that this report is not a ranking of how county public health departments are performing, but rather it is a snapshot of how the public's health is doing. Each county in the U.S. will receive a snapshot of its overall health and factors that influence its health. This snapshot is beneficial to each county as it provides a comparison to other counties and it provides specific areas of needed improvement. Mr. Fletcher reviewed those entities which comprise the local public health system, all of which have some influence over policies and decisions pertaining to the health of the public. The factors used in this report to measure the public's health in Arizona are individual health behaviors, clinical care, social and economic factors, and physical environments. The outcomes used in the report are mortality and morbidity. The ranking numbering system that was used is based on #1 being the best ranking and #15 being the worst ranking. The results of Gila County versus the State average are as follows: health behaviors = 14; clinical care = 2; social and economic factors = 9; and physical environment = 11. Given those results, the overall average health factor ranking was 10 out of 15 for Gila County: health behaviors (30%) - ranked 14th; clinical care (20%) - ranked 2nd; social and economic factors (40%) - ranked 9th; and physical environment (10%) - ranked 11th. Mr. Fletcher reviewed a list of activities and behaviors that could improve a person's health. The public's health outcomes in Gila County versus the State average are: mortality = 13 and morbidity = 15, or factored together at 50% each, Gila County ranked 15 out of 15. The strengths of the public's health in Gila County are there are less uninsured individuals and the clinical care is the second best in the State. The challenges related to the public's health in Gila County are the number of children living in poverty, high teen birth rate, low percent of the population with a college degree, and high rates of motor vehicle crash deaths. The Board, Mr. Nelson and Mr. Fletcher engaged in a lengthy conversation regarding teen pregnancy rates in Gila County and the programs/measures being taken with regard to prevention of teen pregnancy. Mr. Nelson stated, "This isn't Dave, it's a community problem and we need to say 'What do we need to do better?'"

Note: Vice-Chairman Martin left the meeting at 12:23 p.m. to attend another appointment and she returned after the lunch break for the remaining work session items.

Mr. Fletcher then reviewed possible suggestions, policies or programs to help change the public's health based on these findings. He stated that a copy of

this report is available on the Internet at www.countyhealthrankings.org/arizona. Mr. Nelson advised that the results of this report are unacceptable. He stated, "Gila County needs to take a leadership role; we need to measure those outcomes. I counted 57 fragmented programs in Gila County that are not working. We need to provide leadership and get a unified effort going to attack this problem." He then stressed the importance of bringing agencies such as Gila County government, public health agencies, schools, boys and girls club, etc. together to jointly plan a strategy for improving the public's health. Chairman Dawson stated that she has volunteered in Gila County all of her life and she feels that those who are being paid must step forward and volunteer the coordination of services. She agreed with Mr. Nelson that the results are unacceptable and she stated, "I hope there is a plan of real action, not reporting what is or is not taking place."

Chairman Dawson thanked Mr. Fletcher for the report and she recessed the meeting at 12:33 p.m. She reconvened the meeting at 1:39 p.m. to address the remaining work session items with the same individuals present as listed under "present" at the beginning of these minutes, with the exception of the Chief Deputy County Attorney Bryan Chambers, who did not attend the meeting when the work session reconvened after lunch. Note: Vice-Chairman Martin briefly left the meeting during the latter part of the discussion of item 9 and she returned during the beginning of the discussion of item 10.

Item 9 - Presentation of information on County financial audits.

Richard Gaona, Finance Director, presented several handouts to the Board and advised that he would present information on the audits of FY (fiscal year) 2008/2009 and some information on FY 2009/2010. A summary of the information presented by Mr. Gaona is as follows: The FY 2008/2009 audit has not been completed by the Arizona Auditor General because it has been passed back and forth between the CPA firm of Miller and Allen and the Auditor General for approximately 5 weeks. Gila County just received the last review of the audit this past Wednesday. The audit for FY 2008/2009 will be complete by June 30, 2010, and the audit for FY 2009/2010 will be complete by June 30, 2011. Mr. Gaona advised that the County has 9 months to complete its audit. Chairman Dawson inquired whether the FY 2009/2010 audit, which ends June 30, 2010, could be completed by January 2011 instead of June 2011. Mr. Gaona agreed to place a goal of January 2011 for completion of the FY 2009/2010; however, he stated there are complications in trying to make the CPA firm meet Gila County's internal deadlines. Mr. Nelson added that the State is continually trying to push programs down to the counties. If the statutes were to be changed by having the counties responsible for their own audits, each county could conduct its own bidding process to contract with a CPA firm to conduct the audits instead of having the Auditor General responsible for selecting the audit firms and setting the time table. He stated, "Right now Richard is at the beck and call of the Auditor General."

Chairman Dawson suggested that the County Supervisors Association (CSA) make a proposal to the State on behalf of the counties to change the legislation for counties to assume responsibility for its audits instead of it being the responsibility of the Auditor General as a means to save money for the State. Supervisor Pastor, who represents Gila County on CSA's Legislative Policy Committee, agreed with Chairman Dawson's suggestion to contact CSA. Mr. Gaona reviewed the management report that will be attached to the FY 2008/2009 audit report. He advised that this information will be available to the public on the Auditor General's website. Mr. Gaona stated that the Schedule of Finance and Questioned Costs with Corrective Action Plan and Current Status report for year ended June 30, 2008, has been reduced from 24 pages last year to 3 pages this year. He stated, "Findings are not necessarily deficits; a lot of it are improvements...ways we can improve upon." Chairman Dawson entered into a discussion regarding assets, especially accounting for laptop computers. Mr. Gaona explained that there is an accounting of all laptop computers by department, but not by an individual user of each laptop computer. Supervisor Pastor advised that he conducted his own research of the policies and processes in place to account for County assets and he believes there are checks and balances in place. Chairman Dawson then questioned the reason that the accounting for accommodation schools is included in Gila County's accounting. Mr. Nelson replied that he doesn't understand the reason the Auditor General or CPA firm is "pushing the accommodation schools to be included in our reporting...the statutes say that the Board of Supervisors has no oversight over the accommodation schools." Chairman Dawson stated that for the findings schedule to have been reduced to just 3 pages shows great progress and she told Mr. Gaona that she appreciates his efforts. Mr. Gaona replied that since the individual departments and elected offices were invited to this presentation, he said they are every bit as responsible for proper accounting as is the Finance Department. He stated, "...without their help, I could not get my staff to do their due diligence and I thank them." Chairman Dawson also thanked those department heads and elected officials who were present for this discussion. Mr. Nelson advised that if the CPA firm does not begin reviewing the County's audit data by the first of March, he will present the Board with a letter at the next Board meeting, which will be from the Board to the CPA firm. Chairman Dawson agreed with Mr. Nelson and there was no further discussion of this agenda item.

Item 10 - Presentation of information on:

A. Upgraded audio/video equipment and audio streaming for the Board of Supervisors' meetings.

Darryl Griffin, IT (Information Technology) Department Director, advised that the hardware for the audio recordings of the Board meetings has been upgraded in the Board's hearing room. He also advised that the recent

installation and implementation of the Liberty Meeting Recording (LMR) System is a component of the new hardware. The ultimate goal will be to provide audio/video stream of Board meetings that will eventually be available for the public's viewing on the County's website. He complimented Marian Sheppard and Marilyn Brewer for being proactive and learning the LMR system. Mr. Griffin advised that he has looked into several different audio/video streaming systems. He referred to the Town of Payson's streaming site, which he said others in the room have been impressed; however, he is not impressed with the cost of that system. By implementing the LMR system and contracting with SuiteOne Media to "push up" the streaming of the new LMR system, Mr. Griffin believes it will ensure a quality product for streaming future Board meetings. He demonstrated how the Board meeting agenda, audio and video will appear on the website. Mr. Griffin recommended initially going to a video on demand solution and in the future there will be live streaming of the meetings. Mr. Griffin stated, "We are planning on just doing audio to start to get a feel for audio quality and then as we move forward we would add the video." Mr. Nelson asked Mr. Griffin to demonstrate how the system will work when video is added. Mr. Griffin discussed the amount of audio and video that can be archived. Vice-Chairman Martin questioned the reason the County would want to video meetings instead of providing just the audio because the video requires so much more bandwidth. Mr. Griffin replied that is a decision left up to the Board. Further capabilities of the system were discussed. Vice-Chairman Martin stated that the Board should reserve the right to provide audio and/or video of the meetings on the website for a period of six months and at the end of the six months, decide whether the County should continue providing audio and video of Board meetings on the County's website.

B. Implementation of Agenda Quick, a paperless agenda system for the Board of Supervisors' meetings.

Chairman Dawson called on Marian Sheppard, Chief Deputy Clerk, to address this item. Ms. Sheppard replied that she would defer discussion of the item to John Nelson as he has additional information to present. Mr. Nelson advised that Ms. Sheppard and Ms. Brewer have undergone training sessions and will complete further training by May 31st. After their training has been completed, those individuals from all departments and elected offices who are responsible for submitting agenda items will need to be trained. He stated, "As we go through this process, I jumped into the middle of it. I am not completely happy with our agenda process. In Gila County, I think we take pride in how fast we can get an agenda item to the Board; I don't know if we take pride in what the quality is. I want to look at the AgendaQuick system and modify our process to make sure we have a quality agenda coming to the Board. It may delay our agenda process by a week. It still puts us favorable with what other counties are doing." Mr. Nelson recommended implementing changes to the agenda process, and he proposed delaying the implementation of AgendaQuick from July 1st to September 1st. He expressed a concern that if AgendaQuick is

implemented in July and problems occur, it would be in the middle of potential truth in taxation hearings, budget adoption, etc. Supervisor Pastor was concerned that if a new county manager was not hired until May or June of this year, he/she would also require training unless that person is familiar with AgendaQuick. Mr. Nelson doesn't think the new county manager and Board members will require a lot of training; however, he does want to allow enough time to revise the current process for submitting meeting agenda items to the Board. Chairman Dawson inquired as to which counties have implemented AgendaQuick and Ms. Sheppard replied it has been implemented at Yuma, Cochise and Yavapai Counties. Chairman Dawson questioned which county the Board and other staff should visit to learn AgendaQuick and Ms. Sheppard explained that training may be taken via computer with Dean Dickinson, the inventor of AgendaQuick. Chairman Dawson did not agree with a start date of September 1st; she wanted to go live with the system as soon as Ms. Sheppard and Ms. Brewer were trained on the system. Supervisor Pastor asked Ms. Sheppard and Ms. Brewer if they were starting to feel comfortable with the new system. Ms. Sheppard advised that last week she and Ms. Brewer received training on the Liberty Meeting Recording system; however, that is just one component toward using the AgendaQuick paperless agenda system of which they have not yet begun training. Ms. Sheppard advised that she began researching paperless agenda systems 6-7 years ago, before AgendaQuick was developed. She feels that the County is in a good position to purchase and implement the system at this time because many of the bugs have been worked out by other counties which use the system, the cost is much less than other paperless agenda systems and it is much easier to use. Vice-Chairman Martin suggested possibly using the existing process to take meeting minutes and simultaneously running AgendaQuick prior to going live September 1st; however, she was comfortable with a September 1st start date. She also agreed with Mr. Nelson about making changes to the current process for submitting agenda items. Mr. Nelson added that it would be better to change the process before implementing the new system. Mr. Nelson acknowledged to Chairman Dawson that this project is a priority for the Board, but he wants the system to work well for the Board and all of the users.

At this time Chairman Dawson announced there would be a short recess. Chairman Dawson reconvened the meeting at 3:05 p.m.

Item 11 - Discussion of the Gila County strategic planning process to include: A) Ice breaker; B) SWOT (strength, weakness, opportunity, threats) analysis; and C) Continue with goal setting.

Berthan DeNero, Personnel Director, advised that in previous strategic planning sessions, the Board decided on some value statements for Gila County. She provided the Board with a packet of information, which included a draft of the value statements. As an ice breaker exercise, she asked the Board and other staff present to review those value statements, choose one and

provide an example of how that value applies to a particular situation. Jacque Griffin, Assistant County Manager/Librarian, was asked to read aloud the list of strengths, which was reviewed and corrected as needed. Ms. DeNero then asked for comments on weaknesses, opportunities and threats. The following weaknesses were identified: 1) A dysfunctional organizational chart - county government is designed as dysfunctional. How can you have a Board of Supervisors at the top of the chart and being totally responsible, while other elected officials do not report to them? 2) We (Gila County) are looked at as being able to do things we are not able to do. The things we do – most are not understood. 3) We are not telling the public what we are doing and how we are doing it. 4) The press sells headlines – bad news makes headlines and good news isn't reported. All agreed that more effort has to be made to inform the public of the all the "good" being done at Gila County. Linda Eastlick, Elections Director, stated that there needs to be a coordinated approach and effort to disseminate the information and she believes one person should be given that responsibility. Chairman Dawson agreed with Ms. Eastlick and stated that the County needs a public information officer. Matt Bolinger, Director/Epidemiologist of Gila County Emergency Management and Health Preparedness, advised that he recently disseminated information on the U.S. Census in addition to providing information on emergencies, so he offered to help in any way. Chairman Dawson stressed the importance of developing a strategic plan and Mr. Nelson reminded her that, in general, it has been a very tough year. He suggested having only two Board meetings per month and having work sessions the other weeks. All agreed that this work session was very productive. Ms. DeNero advised that goals would be set and prioritized during the next strategic planning session.

There being no further business to come before the Board of Supervisors, Chairman Dawson adjourned the meeting at 3:45 p.m.

APPROVED:

Shirley L. Dawson, Chairman

ATTEST:

John F. Nelson, Interim County Manager/Clerk