

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

Date: October 4, 2016

MICHAEL A. PASTOR
Chairman

MARIAN E. SHEPPARD
Clerk of the Board

TOMMIE C. MARTIN
Vice-Chairman

By: Laurie J. Kline
Deputy Clerk

JOHN D. MARCANTI
Member

Gila County Courthouse
Globe, Arizona

PRESENT: Michael A. Pastor, Chairman; Tommie C. Martin, Vice-Chairman (via ITV); John D. Marcanti, Member; Don E. McDaniel, Jr., County Manager; Jefferson R. Dalton, Deputy Gila County Attorney, Civil Bureau Chief; Marian E. Sheppard, Clerk of the Board; and, Laurie J. Kline, Deputy Clerk

Item 1 – CALL TO ORDER - PLEDGE OF ALLEGIANCE - INVOCATION

The Gila County Board of Supervisors met in a regular session at 10:00 a.m. this date in the Board of Supervisors' hearing room. Autumn Giles led the Pledge of Allegiance and Pastor Mark Henning of the Payson Living Word Bible Church delivered the invocation.

Item 2 – PRESENTATIONS:

A. Public recognition of four employees for October's "Spotlight on Employees" Program, as follows: Svanna Jafetsdottir, Cynthia Gonzales, M. Sonny Orcasitas and M. Reyes Barajas.

Erica Garcia, Human Resources Assistant Senior, read the Spotlight on Employees nomination form submitted by Scott Buzan, Interim Community Development Division Site Supervisor, for Svanna Jafetsdottir, Community Development Division Environmental Engineering Specialist, which highlighted her excellent customer service and professionalism. Ms. Jafetsdottir has been employed by the County for 18 years. Ms. Garcia then read a group nomination form submitted by Michael Scannell, Deputy County Manager, for Cynthia Gonzales, Custodian Lead, employed by the County for 5 years; Sonny Orcasitas, Building Maintenance Technician, who has been employed by the County for 7 months; and, M. Reyes Barajas, Building Maintenance Technician Senior, who has been employed by the County for 2 years. In an email written by Mr. Scannell to Robert Hickman, Facilities Manager, he expressed appreciation for all of the hard work and dedication exhibited by the three

aforementioned employees and stated that each of these employees approach their assignments with pride and professionalism. Each of the Board members thanked the employees for their professionalism and hard work.

Item 3 – REGULAR AGENDA ITEMS:

A. Information/Discussion/Action to adopt Proclamation No. 2016-05 proclaiming October 2016 as "Domestic Violence Awareness Month" in Gila County.

Carolyn Gillis, Program Supervisor for the Horizon Domestic Violence Safe Home Program, advised that this is her sixth year appearing before the Board of Supervisors with a request to adopt a proclamation to proclaim October as Domestic Violence Awareness Month in Gila County. October is National Domestic Violence Awareness Month, which provides an excellent opportunity for Gila County to demonstrate its support in ending domestic violence and to support the numerous victims living among us. She stated that she wants to share with the community the effects of what happens with children exposed to domestic violence. Ms. Gillis explained the Clothesline T-shirt Project and had her staff display various T-shirts decorated by mothers and their children, who have been affected by domestic violence. The Gila County Safe Home is a 14-bed facility in an undisclosed location. She provided a summary for the grant period of July 1, 2016, to June 30, 2016 as follows: 50 women and 52 children were served with an average stay of 20 days; there were 2,742 bed nights provided; and, over 5,000 support hours were provided. Horizon Health Services merged with Mountain Health and Wellness resulting in a name change to Horizon Health and Wellness. The safe home now has two vehicles to help transport clients making it possible to provide 9,279 one-way miles; there were 229 hotline calls and information calls. She announced that the "Hats Off" brunch fund-raiser event is scheduled for April 8, 2017, to be held at the Dream Manor Inn. Ms. Gillis added that many of their clients are from the San Carlos Apache Tribe Reservation. Of the 102 women and children served at the safe home, 75 clients were from San Carlos; therefore, a lot of time is concentrated there to help those clients. Ms. Gillis stated that she will be attending the Vanessa Rose "walk-a-thon" in Winkelman on April 15, 2017, and the San Carlos walk on October 5, 2016, and she added that October 20th is "wear purple day." The Board members thanked and expressed appreciation for Ms. Gillis's passion and commitment to assisting and supporting Gila County residents affected by domestic violence. Upon motion by Vice-Chairman Martin, seconded by Supervisor Marcanti, the Board unanimously adopted Proclamation 2016-05. **(A copy of the proclamation is attached to the minutes and permanently on file in the Board of Supervisors' Office.)**

B. Information/Discussion/Action to adopt an Order designating polling places within each election precinct and appointing poll workers and

election board workers for the purpose of conducting the General Election to be held on November 8, 2016.

Eric Mariscal, Elections Director, stated that the list of poll workers provided in this agenda item needed to be adjusted as a result of individuals cancelling and efforts being made to replace them. He stated that he will make adjustments to the poll worker list as they occur and provide the revised information to the Board. The Board held a brief discussion regarding the number of polling places being reduced; training and cross training of poll workers; having County employees prepared to be backup poll workers; possibly paying the poll workers if they work or not; and, new legislation which may eliminate polling places. Jeff Dalton, Deputy Gila County Attorney, Civil Bureau Chief, admonished the Board that its discussion was “straying” away from the listed agenda item topic. Chairman Pastor acknowledged Mr. Dalton’s concern and stated that these items could be discussed at a future Board meeting. He then asked for a motion. Upon motion by Supervisor Marcanti, seconded by Vice-Chairman Martin, the Board unanimously adopted an Order designating polling places within each election precinct and appointing poll workers and election board workers for the purpose of conducting the General Election to be held on November 8, 2016. **(A copy of the Order is attached to the minutes and permanently on file in the Board of Supervisors’ Office.)**

C. Information/Discussion/Action to approve an Agreement-Economic Development Grant (Agreement No. 090916) between Gila County and the Bullion Plaza Cultural Center & Museum (BPCCM) whereby the County will disburse \$10,000 to the BPCCM that will be used for museum maintenance and improvements; and further, the Board determines this is for the benefit of the public and will improve or enhance the economic welfare of the inhabitants of Gila County.

Don McDaniel, County Manager, stated that on August 2, 2016, the Bullion Plaza Cultural Center & Museum provided its annual report and economic development funding request in the amount of \$10,000 to the Board for future consideration. Agreement No. 090916 will authorize grant funding to BPCCM in the amount of \$10,000. Upon motion by Vice-Chairman Martin, seconded by Supervisor Marcanti, the Board unanimously approved Agreement No. 090916.

D. Information/Discussion/Action to review all bids submitted for Invitation for Bids No. 070816 for the purchase of two (2) new or used full sized regular cab 3/4 ton pickups; award to the lowest, responsible and qualified bidder; and, authorize the Chairman's signature on the award contract for the winning bidder.

Steve Sanders, Public Works Division Director, stated that on August 15, 2016, the Board authorized the advertisement of Invitation for Bids No. 070816

which was advertised in the Arizona Silver Belt on August 24, 2016, and August 31, 2016, with a bid due date of September 7, 2016. There were three bids received which met the bidding criteria and qualifications, and a local vehicle dealership was the successful bidder. These new vehicles will replace vehicles with high mileage that have become too expensive to operate, are inefficient, or are no longer operable. Upon motion by Supervisor Marcanti, seconded by Vice-Chairman Martin, the Board unanimously awarded a contract for Invitation for Bids No. 070816 to McSpadden Ford, Inc. in the amount of \$48,175.92 and authorized the Chairman's signature on the award contract.

E. Information/Discussion/Action to review all bids submitted for Request for Proposals No. 080116 for WAN and Internet Services; award to Triplet Mountain Communications, Inc. (TMCI); and, authorize the Chairman's signature on the award contract for the winning bidder.

Kelly Riggs, Information Technology Director, provided information that on August 15, 2016, the Board authorized the advertisement of Request for Proposals No. 080116 for WAN (Wide Area Connection) and Internet service. He stated that four qualified bids were received and accepted. Staff believes Triplet Mountain Communications, Inc. would be the best choice of vendor from a fiscal standpoint, and from a products and services standpoint. Approval of said contract would provide increased broadband Internet speeds across all connected Globe County buildings. It would also significantly improve communications between the Public Works, Central Heights and Globe Courthouse facilities. Upon motion by Vice-Chairman Martin, seconded by Supervisor Marcanti, the Board unanimously awarded a contract for Request for Proposals No. 080116 to Triplet Mountain Communications, Inc., as presented in the agenda item attachment, and authorized the Chairman's signature on the award contract.

F. Information/Discussion/Action to authorize the submission of the Superior Court's Dependency Case Processing Initiative application to the Arizona Supreme Court, Administrative Office of the Courts, to obtain \$18,980 over fiscal years 2016-2017 and 2017-2018 to provide an intensive support function for parents in dependency actions.

Bryan Chambers, Superior Court Division I Judge, (via ITV) in Payson explained that the Superior Court of Gila County has developed a two-year pilot program to expedite permanency in dependency cases that meets the criteria established by the Administrative Office of the Courts, Dependent Children's Services Division. The local pilot program would establish a "Progress Conference" schedule in which a "Progress Facilitator" authorized under A.R.S. 8-846(C), would meet with the parents in dependency actions to discuss an action plan for family reunification and to facilitate contacts with service providers. The Superior Court of Gila County already conducts regular

Report and Review Hearings on a compressed ninety (90) day cycle; the Progress Conferences would occur at forty-five (45) day intervals between the court hearings. The Progress Conferences would offer an informal and educational setting in which to provide additional support to parents. This intensive approach to dependency case management should assist parents, prevent recidivism, and expedite permanency for dependent children. The funding available from the Administrative Office of the Courts, Dependent Children's Services Division, would provide all service and supply costs associated with the program, and there would be no draw upon Gila County's General Fund. Judge Chambers gave kudos to Jonathan Bearup, Superior Court Administrator, who has been working hard to plan the use of this grant money to benefit Gila County. He then introduced Mr. Bearup to speak about the details of the agenda item. Mr. Bearup also stated that the funds received from this grant would be used to expedite permanency in reuniting children with their parents. Under the aforementioned Progress Conference, parents are required to attend informal classes to obtain additional support to work through the case plan requirements and ultimately to achieve successful reunification with their child and/or children. Upon motion by Supervisor Marcanti, seconded by Vice-Chairman Martin, the Board unanimously authorized the submission of the Superior Court's Dependency Case Processing Initiative application to the Arizona Supreme Court, Administrative Office of the Courts, to obtain \$18,980 over fiscal years 2016-2017 and 2017-2018 to provide an intensive support function for parents in dependency actions.

Item 4 – CONSENT AGENDA ACTION ITEMS: (Any matter on the Consent Agenda will be removed from the Consent Agenda and discussed and voted upon as a regular agenda item upon the request of any member of the Board of Supervisors.)

A. Approval of Amendment No. 2 to Contract No. 110514-Janitorial Service for southern Gila County to add the permanent janitorial service for the Copper Building under the existing Jani-Serv, Inc. contract, and increase the contract by \$3,660 for an amended contract amount of \$95,696.86.

B. Acknowledgment of the August 2016 monthly activity report submitted by the Globe Regional Justice of the Peace's Office.

C. Acknowledgment of the August 2016 monthly activity report submitted by the Payson Regional Justice of the Peace's Office.

D. Acknowledgment of the August 2016 monthly activity report submitted by the Payson Regional Constable's Office.

E. Acknowledgment of the August 2016 monthly activity report submitted by the Clerk of the Superior Court's Office.

F. Acknowledgment of the July 2016 monthly activity report submitted by the Recorder's Office.

G. Acknowledgment of the August 2016 monthly activity report submitted by the Recorder's Office.

H. Approval of the September 6, 2016, and September 20, 2016, Board of Supervisors' meeting minutes.

I. Acknowledgment of the Human Resources reports for the weeks of September 6, 2016, September 13, 2016, September 20, 2016, and September 27, 2016.

SEPTEMBER 6, 2016

DEPARTURES:

1. Mona Newton – Sheriff's Office – Administrative Clerk – 08/29/16 – General Fund – DOH 08/29/16
2. Vanessa Bryce – Sheriff's Office – 911 Dispatcher – 08/29/16 – General Fund – DOH 08/17/15
3. Luetta DuBois – Sheriff's Office – Administrative Clerk (.48) – 09/30/16 – General Fund – DOH 01/01/12

NEW HIRES:

4. Roy Sandoval – School Superintendent's Office – School Superintendent – 09/02/16 – General Fund – Replacing Linda O'Dell
5. Lynn Key – Public Works – Building Maintenance Technician – 09/12/16 – Facilities Management Fund – Replacing Devin Alvarez

END PROBATIONARY PERIOD:

6. Manuel Orcasitas – Public Works – Building Maintenance Technician – 09/14/16 – Facilities Management Fund

DEPARTMENTAL TRANSFERS:

7. Brittany Preston – Sheriff's Office – From 911 Dispatcher – To Civil Clerk – 09/19/16 – General Fund – Replacing Rose Holiday
8. Dennis Roupe Jr – Sheriff's Office – From Deputy Sheriff – To Detention Officer – 08/31/16 – General Fund – Replacing Dennis Roupe Jr
8. Therese Berumen – From Probation – To Community Development – From Administrative Clerk Senior – To Administrative Assistant – 09/12/16 – From Various Funds – To General Fund – FY17 position
10. Robert Mawson – Finance – From Accountant Senior – To Interim Deputy Director of Finance – 07/01/16 – General Fund – Temporary assignment

REQUEST TO POST:

11. School Superintendent's Office – Chief Deputy of School Superintendent's Office – Vacated by Nina Ruiz
12. School Superintendent's Office – Administrative Assistant – Vacated by Susan Williams

SEPTEMBER 13, 2016

DEPARTURES:

1. Shawn Fuller – County Attorney’s Office – Chief Deputy County Attorney – 08/30/16 – General Fund – DOH 01/28/13
2. Josh Beck – Health and Emergency Services – EM/PHEP Manager – 09/03/16 – Public Health Emergency Preparedness (.50)/Population Health Initiative (.50) Funds – DOH 03/10/14

NEW HIRES:

3. Brittany Francis – Health and Emergency Services – Staff Nutritionist – 09/19/16 – Various Funds – Replacing Jasmine Gingras

END PROBATIONARY PERIOD:

4. Felicia Ihrig – Health and Emergency Services – Animal Care Worker – 09/21/16 – Rabies Control Fund
5. Christian Leos – County Attorney’s Office – Legal Secretary – 09/06/16 – General Fund

DEPARTMENTAL TRANSFERS:

6. Duane Dowler – Public Works – From Recycling and Landfill Operations Worker – To Recycling and Landfill Operations Worker Senior – 09/19/16 – Recycling and Landfill Management Fund – Replacing Zachary Navarro

OTHER ACTIONS:

7. Debra Blevins – Health and Emergency Services – Accounting Analyst – 10/03/16 – Various Funds – Change in fund codes
8. Paula Horn – Health and Emergency Services – Deputy Director of Health – 10/03/16 – Various Funds – Change in fund codes

SEPTEMBER 20, 2016

NEW HIRES:

1. Jerrilee Antunes – Payson Justice Court – Justice of the Peace Pro Tem – 09/07/16 – General Fund

END PROBATIONARY PERIOD:

2. Emelle Silvers – Probation – Juvenile Detention Shift Supervisor – 09/28/16 – General Fund
3. Connor Stenson – Probation – Deputy Probation Officer 2 – 09/29/16 – Adult Intensive Probation Supervision Fund
4. Kimberly Zamora – Probation – Deputy Probation Officer 2 – 09/29/16 – Adult Intensive Probation Supervision Fund
5. Nora Palmer – Probation – Juvenile Detention Shift Supervisor – 09/21/16 – General Fund
6. Robert Deck – Probation – Juvenile Detention Officer – 09/21/16 – General Fund
7. Yolanda Spurgeon – Probation – Juvenile Detention Officer – 09/14/16 – General Fund
8. Lynn Dee Trimble – Probation – Probation Fiscal Services Manager – 09/14/16 – General (.70)/Diversion Intake (.30) Funds
9. Melissa Henderson – Assessor’s Office – Mapping Technician – 09/28/16 – General Fund

OTHER ACTIONS:

10. Eric Dawson – Probation – Surveillance Officer – 09/05/16 – From General (.50)/Adult Probation Service Fees (.50) Funds – To General Fund - Change in fund codes

REQUEST TO POST:

12. Public Works – Recycling and Landfill Operations Worker – Vacated by Duane Dowler

SEPTEMBER 27, 2016

DEPARTURES:

1. Robert Mawson – Finance – Interim Deputy Director of Finance – 09/28/16 – General Fund – DOH 02/03/14

NEW HIRES:

2. Brad Soos – County Attorney’s Office – Chief Deputy County Attorney – 10/03/16 – General Fund – Replacing Shawn Fuller

3. Jessica Carbajal – Sheriff’s Office – Administrative Clerk – 09/26/16 – General Fund – Replacing Vanessa Amairia

4. Michelle Chapman – Clerk of Superior Court - Courtroom Clerk Technician – 10/03/16 – General Fund – Replacing Rebecca Guadiana

END PROBATIONARY PERIOD:

5. Stephanie Canizales – Child Support – Child Support Services Supervisor – 10/04/16 – General Fund

6. Eoghan Miller – County Attorney’s Office – Deputy County Attorney – 10/04/16 – General Fund

DEPARTMENTAL TRANSFERS:

7. Jillian Velarde – Clerk of Superior Court – From Court Clerk – To Accounting Clerk Specialist – 10/03/16 – General Fund – Replacing Shirley Lance

8. Dennis Kroger – From Superior Court – To Public Works – From Bailiff (.48) – To Construction Project Manager – 10/10/16 – From General Fund – To Public Works Fund – Replacing Jerry Farr

OTHER ACTIONS:

9. Brittany Preston – Sheriff’s Office – Civil Clerk – 09/19/16 – General Fund – Correcting position control number

10. Tori Wright – Sheriff’s Office – Medical Assistant – 10/17/16 – General Fund – Changing hire date

11. Sylvia Martinez – Finance – From Payroll Specialist – To Accounting Associate – 09/19/16 – General Fund – Finance Department reorganization

12. Lisa Wilckens – Finance – From Accounting Analyst – To Accountant – 09/19/16 – General Fund - Finance Department reorganization

13. Vicki DeAnda – Finance – From Accounting Clerk Senior – To Accounting Associate – 09/19/16 – General Fund - Finance Department reorganization

14. Krystal McWilliams – Finance – From Accounting Clerk Senior – To Accounting Associate – 09/19/16 – General Fund - Finance Department reorganization

15. Betty Hurst – Finance – From Buyer – To Purchasing Agent – 09/19/16 – General Fund - Finance Department reorganization

16. Stephanie Chaidez – Finance – From Buyer – To Purchasing Agent – 09/19/16 – General Fund - Finance Department reorganization

REQUEST TO POST:

17. Probation – Surveillance Officer – Vacated by Marcos Diaz

18. Health and Emergency Services - Temporary Breastfeeding Peer Counselor

19. Superior Court – Bailiff (.48) – Vacated by Dennis Kroeger

20. Finance – Accounting Associate – Vacated by Germain Bohr

21. Finance – Accountant – Vacated by Diana Jones

22. Clerk of Superior Court - Court Clerk – Vacated by Jillian Velarde

J. Acknowledgment of contracts under \$50,000 which have been approved by the County Manager for the weeks of August 15, 2016, through August 19, 2016; and August 22, 2016, through August 26, 2016; and August 29, 2016, through September 2, 2016.

K. Approval of finance reports/demands/transfers for August 29-September 4, 2016, in the amount of \$282,717.48; September 5-11, 2016, in the amount of \$1,966,961.52; September 12-18, 2016, in the amount of \$299,920.95; and, September 19-25, 2016, in the amount of \$1,784,728.91. (An itemized list of disbursements is attached to the minutes and permanently on file in the Board of Supervisors' Office.)

Upon motion by Vice-Chairman Martin, seconded by Supervisor Marcanti, the Board unanimously approved Consent Agenda action items 4A – 4K.

Item 5 – CALL TO THE PUBLIC: Call to the Public is held for public benefit to allow individuals to address the Board of Supervisors on any issue within the jurisdiction of the Board of Supervisors. Board members may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to Arizona Revised Statute §38-431.01(H), at the conclusion of an open call to the public, individual members of the Board of Supervisors may respond to criticism made by those who have addressed the Board, may ask staff to review a matter or may ask that a matter be put on a future agenda for further discussion and decision at a future date.

There were no comments from the public.

Item 6 – At any time during this meeting pursuant to A.R.S. §38-431.02(K), members of the Board of Supervisors and the County Manager may present a brief summary of current events. No action may be taken on information presented.

Each Board member and the County Manager presented information on current events.

There being no further business to come before the Board of Supervisors, Chairman Pastor adjourned the meeting at 11:09 a.m.

APPROVED:



Michael A. Pastor, Chairman

ATTEST:



Marian Sheppard, Clerk of the Board