



OFFICE OF THE COCONINO COUNTY BOARD OF SUPERVISORS

SPECIAL SESSION MINUTES

May 6, 2021

8:30 a.m. – Special Session
(Budget Discussions)

Present: Chair Matt Ryan, Vice Chair Lena Fowler, Supervisor Patrice Horstman, Supervisor Jeronimo Vasquez and Supervisor Judy Begay were present virtually via Zoom meeting technology.

Also Present: County Manager Steve Peru, Deputy County Manager/Public Works Director Lucinda Andreani, Deputy County Manager Joanne Keene, Deputy County Attorney Rose Winkeler, Public Affairs Director Eric Peterson, Finance Director Siri Mullaney, Clerk of the Board of Supervisors Lindsay Daley were present virtually via Zoom meeting technology.

Chair Ryan called the Special Session meeting to order at 8:00 a.m.

1. Reserved for Budget Discussion - 8:00 - 8:30 a.m.

Finance Director Siri Mullaney went through a powerpoint that explained the background of Secure Rural Schools (SRS) funds and went through the SRS allocations by title- Title I, Title II and Title III funds.

Superintendent of Schools Cheryl Mango-Paget provided information about SRS funds and how they are used for the Superintendent of Schools Office. She recommended that in anticipation of SRS funds not being re-authorized by Congress, that what those funds are used to pay for should be paid out of the General Fund.

Chair Ryan provided some history regarding SRS funds and the lobbying effort to get them re-authorized in the past as well as explaining the past Board's commitment to pull from the General Fund if SRS funds were not reauthorized.

Superintendent of Schools Cheryl Mango-Paget answered questions from the Supervisors.

2. Facilities Budget Presentation and Discussion - 8:30 – 9:30 a.m.

The Board moved to item 2 at 8:37 a.m. and County Manager Peru introduced Facilities Director Sue Brown. Assistant Facilities Director Tom Hanecak and Facilities Business Manager Tami Suchowiejko.

Facilities Director Sue Brown provided information on the services the department provides including operations and maintenance. She also provided highlights from the last year, including what the department did to respond to the COVID pandemic. This included cleaning, creating contact barriers, creating a drive-thru for the Treasurer's Office, work on HVAC systems, signage, Elections assistance, remodels and moves. Director Brown also spoke about looking forward to talking to the new Board about the Space Reimagined effort and utilizing what they have learned through the COVID pandemic and workspace. Director Brown spoke about the challenges from the last year which included having staff do construction work in-house, which meant that maintenance issues were deferred. She also spoke about her Service Improvement Requests (SIRs). She also spoke about the issue of compression and the impact on her department and staff.

County Manager Peru explained that the Board is at a crossroads with Facilities and that there is a need for a discussion with the Board about the future of workspace and buildings. He also expressed his support for contracting construction work out so that maintenance is not deferred.

The Supervisors all expressed their appreciation for the work of Facilities staff. They all expressed concern about the compression issue as well. They also agreed that contract work for large projects should not be done in-house.

3. Finance Budget Presentation and Discussion – 9:30 – 10:00 a.m.

The Board moved to item 3 at 9:45 a.m. and Finance Director Siri Mullaney introduced Finance staff present including John Comer, Carol Holden, Nicole Harris, Megan Coons and Scott Richardson.

Director Mullaney provided information on Finance service delivery, operations and special districts work, payroll service and purchasing service. Director Mullaney also went over FY21 highlights including department vacancies, audit, financial reporting, budget and payroll, purchasing and operations highlights. Director Mullaney went over the Finance Department's vision and priorities which included customer service and department support, transparency, and compliance and best practices. Each staff person for their division/program gave information on at least one goal/objective that they will be working on.

Supervisor Vasquez commended staff for their good work. Supervisor Begay spoke about the need to update policies, the importance of being in compliance and the importance of the audit. Vice Chair Fowler thanked staff for the budget books and a job well done on them. She also spoke about her appreciation for the department's three priorities. Supervisor Horstman expressed thanks and appreciation for the trainings that have been provided to the Board and for the budget books. Chair Ryan expressed his appreciation for Finance.

Chair Ryan called for a break at 10:22 a.m.

Chair Ryan reconvened the meeting at 10:45 a.m.

4. Human Resources Budget Presentation and Discussion – 10:45 – 11:15 a.m.

The Board moved to item 4 at 10:45 a.m. Human Resources Director Erika Philpot was present and presented. She went over Human Resource's Guiding Principles, the mission, vision and values of Human Resources, the six goals of Human Resources, the organizational chart and team members in Human Resources.

Director Philpot spoke about the FY21 accomplishments which included remote learning, awards received, and having Human Resources staff fill in to assist other departments when they needed help. She also went over the challenges from the last year. She stated that they do not have any service improvement requests for FY22.

County Manager Peru spoke about his desire to re-implement an evaluation process for employees.

The Supervisors expressed their appreciation and thanks for the work done by Human Resources staff. They also commented about the good job of providing trainings and encouraging employees to do the trainings offered, and about the effort in creating an inclusive workplace. The Supervisors expressed their concern about the compression issue and impact from minimum wage increase and their desire for Director Philpot's recommendations regarding a resolution to the issue.

5. Information Technology Budget Presentation and Discussion – 11:15 – 12:15 a.m.

The Board moved to item 5 at 11:33 a.m. and Information Technology (IT) Director Matt Fowler introduced the IT staff present including Helen Costello, Lee Root, Melanie Gordon, Richard Eaton and James Yates.

Director Matt Fowler went over the 5 pillars/values of the IT department this included people and culture, enhanced services, IT security, community partnerships and service delivery. He also went over the programs and divisions of the IT department including Administration, Business Applications Development and Support, Data Center Operations, Geographic Information Systems, IT Security, Network Engineering and IT Service Desk. He provided a summary of the FY21 highlights for the IT department this included citizen assistance, virtual call center Windows Virtual Desktop Environment, community wireless, additional technology support, vaccination registration software support, rural broadband, IT security, and relocation of the IT department. Director Fowler also went over accomplishments under the department's five values. Director Fowler also went over the impacts the department faced with the COVID pandemic as well as lessons learned.

Director Fowler went over the IT Department's Service Improvement Requests and well as budget increased requested for the department.

The Supervisors expressed the appreciation and thanks to the IT department. County Manager Peru stated that they will plan to come back and discuss more regarding the IT budget at another time.

Chair Ryan called for a lunch break at 12:18 p.m.

The Board returned from the lunch break at 1:15 p.m. and Chair Ryan reconvened the meeting.

Present: Chair Matt Ryan, Vice Chair Lena Fowler, Supervisor Patrice Horstman, Supervisor Jeronimo Vasquez and Supervisor Judy Begay were present virtually via Zoom meeting technology.

Also Present: County Manager Steve Peru, Deputy County Manager/Public Works Director Lucinda Andreani, Deputy County Manager Joanne Keene, Deputy County Attorney Rose Winkeler, Public Affairs Director Eric Peterson, Finance Director Siri Mullaney, Clerk of the Board of Supervisors Lindsay Daley were present virtually via Zoom meeting technology.

6. Clerk of Superior Court Budget Presentation and Discussion – 1:30 – 2:15 p.m.

County Manager Peru briefly went over the meeting schedule for the next week.

Clerk of the Court Val Wyant introduced staff present- Erin Maloney, Shanun Bass and Leslie Clark and they also introduced themselves.

Clerk of the Court Wyant went over the organizational chart of her department and the positions in the department and what the duties and responsibilities are for the various positions as well as the services they provide.

Clerk Wyant spoke about her Service Improvement Requests including position requests and career ladder for court technicians.

County Manager Peru commented that Finance is looking at fees for the courts. He spoke about looking at how to fund needs and the expected bubble that will occur soon of caseload increase.

Supervisors spoke with Clerk Wyant about additional compensation versus adding full-time employees. Clerk Wyant also spoke about the impact they will face with Prop 207 and consequences they will see with the workload they have and the lack of adequate staffing. She also spoke about the need to send out collection enforcement letters to try to collect fees owed.

The Supervisors expressed their appreciation and thanks for Clerk Wyant and her staff's complex work.

Clerk Wyant thanked the presiding judges and court administration staff.

7. Superintendent of Schools Budget Presentation and Discussion – 2:15 – 3:00 p.m.

The Board moved to item 7 at 2:27 p.m. County Manager Peru recognized the many years of work done by Deputy Superintendent of Schools Tina Wells.

Superintendent of Schools Cheryl Mango-Paget provided an overview of the Superintendent of Schools Office and the services they provide. She also went over the statutes that pertain to her office. She went over financial highlights of the department and the impact of the City of Page tax rate issue.

Deputy Superintendent of Schools Tina Wells spoke about the impact of Salt River Project (SRP) closing and the impact to the tax rate for the City of Page. Superintendent Mango-Paget also mentioned a potential impact for Tuba City due to a lawsuit.

Superintendent Mango-Paget went over grants received, Service Improvement Requests (SIRs) of the Board and that they are seeking American Rescue Plan funds and not general funds. Lastly, she spoke about the legislative landscape that is/will impact her office and current trends.

Chair Ryan stated that it is a fair ask to incrementally move the Superintendent of Schools office to be paid out of the general fund as SRS fund diminish.

The Supervisors expressed their appreciation of Superintendent Mango-Paget and her staff's work. Supervisor Vasquez mentioned his appreciation in their work assisting teachers and kids into virtual learning. Supervisor Begay spoke about the need for early intervention for children. Vice Chair Fowler spoke about the mental health issue and the need to understand what the schools and County are responsible for in relation to that issue.

Superintendent Mango-Paget also spoke briefly about their work with kids in the juvenile and jail system.

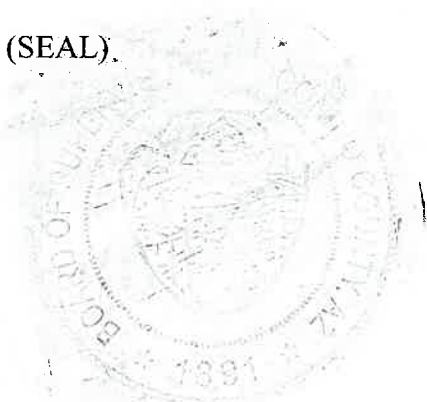
8. Reserved for Budget Discussion - 3:00 – 5:00 p.m.

The Board did not discuss item 8.

There being no further discussion, Chair Ryan adjourned the meeting at 3:34 p.m.

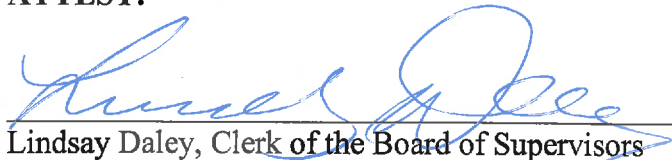
COCONINO COUNTY BOARD OF SUPERVISORS

(SEAL)




Matt Ryan, Chair

ATTEST:


Lindsay Daley, Clerk of the Board of Supervisors