



**OFFICE OF THE
COCONINO COUNTY BOARD OF SUPERVISORS**

WORK SESSION AND EXECUTIVE SESSION MINUTES

May 14, 2019

**10:00 a.m. – Work Session
2:15 p.m. – Work Session continued
Executive Session immediately followed**

**First Floor Board Room
Executive Session was held in the Second Floor Conference Room
219 E. Cherry Ave., Flagstaff, AZ**

Present: Chairman Art Babbott, Vice Chairwoman Lena Fowler, Supervisor Elizabeth C. Archuleta and Supervisor Matt Ryan. Supervisor Jim Parks was present telephonically.

Also Present: County Manager James Jayne, Deputy County Manager Marie Peoples, Deputy County Manager/Public Works Director Lucinda Andreani, Deputy County Manager Mike Townsend, Deputy County Attorney Rose Winkeler, Clerk of the Board of Supervisors Lindsay Daley and Deputy Clerk of the Board Valerie Webber.

Chairman Babbott called the meeting to order at 10:05 a.m. and led the pledge of allegiance.

Call to the Public:

Deputy County Manager Marie Peoples requested Community Services Interim Director Norma Gallegos join her at the pedestal. She spoke about her service, and personality to work with. She thanked her for her service to the County

Ms. Gallegos spoke to the Board and members of County staff that were present, thanking them for the opportunity to work and serve the citizens of Coconino County.

Individual Board members expressed their appreciation of Ms. Gallegos for her hard work and dedication to the community.

Work Session:

1. Presentation and discussion regarding the next steps of Organizational Renewal towards the Diversity and Inclusion process in Coconino County. **County Manager**

Presenters: Deputy County Manager/Public Works Director Lucinda Andreani and Human Resources Director Erika Philpot.

PowerPoint: Inclusive Leadership Coconino County May 2019.

Deputy County Manager/Public Works Director Lucinda Andreani introduced Consultant Kelli McLoud-Chingen with KMS Intercultural Consulting, LLC, and spoke about the outreach she has done to assess the County as an organization relative to diversity and inclusion.

Ms. McLoud-Chingen provided background about why diversity and inclusive leadership is important to her; speaking about various children programs on Public Broadcast Service (PBS) she viewed as a child. She presented a powerpoint that explained work that has been done and being done to gather information to assess the County's communication across culture. A chart was presented to explain how monocultural mindsets evolve to intercultural mindsets, if not it creates cultural disengagement. Results from a group profile survey reflected that the County's survey participants fell within the minimization category.

Ms. McLoud-Chingen further addressed results that reflect the organizations cultural disengagement percentage. She answered questions asked by individual Board members and persons in the audience regarding the normalcy in minimizing cultural differences and how to work towards adaptation. She spoke about the need to be incredibly intentional and cognizant of the work being done and have a willingness to shift.

The next steps in moving forward with diversity and inclusive leadership is to add additional cultural competence/inclusive leadership training, develop an internal team of facilitators, administer the IDI survey to all departmental leadership, conduct cultural competency training and other trainings based on assessment results.

Ms. McLoud-Chingen answered questions asked by individual Board members regarding implementation of the work that needs to be done following survey results and tools that will be used for measuring progress.

Deputy County Manager Andreani spoke about ways to work on the various levels of progression as training is available. Upon inquiry from Chairman Babbott, Ms. Andreani felt that once the assessment is complete and recommendations are made, staff can focus on the training and ways to implement said recommendations. Staff will provide the Board with a detailed plan on moving forward with dedicated commitment.

Juvenile Services Director Bryan Matsuda noted he is third-generation Japanese American and asked how the organization will expect to behave differently, down the road, in the process?

Ms. McLoud-Chingen said once policies and procedures are implemented, communication and language shifts will come over time in terms of working together. Culture doesn't come up because it makes people uncomfortable however, we need to hear everyone's stories so that our behaviors will shift. Interpersonal relationships are different as people can only control themselves. Individuals must ask themselves how they will behave differently in order to explore change.

Individual Board members expressed their appreciation of the presentation and work being done.

2. Presentation and discussion regarding the purchase of new voting equipment.
Elections

Presenter: Recorder Patty Hansen.

Recorder Patty Hansen noted the Recorder's Office is finally to the point they can make a suggestion to purchase voting equipment. She recommended the purchase of ES&S equipment and spoke about the costs to replace their current equipment. She further explained the equipment functionality and additional, separate pieces of equipment that need to be purchased to be compliant with various statutory requirements.

The Board and Recorder Hansen discussed the recommended equipment, costs, ballot counting and voting requirements.

Chairman Babbott called for a break at 11:59 a.m. and reconvened open session at 2:22 p.m. and addressed agenda item #4.

3. Presentation and discussion regarding paid parental leave and deferred compensation match programs. **Human Resources**

The Board did not address agenda item #3.

Work Session continues – 2:15 p.m.:

4. Presentation and discussion regarding County Budget Wrap Up. **Finance**

Presenter: Deputy County Manager/Chief Financial Officer Michael Townsend.

County Manager Jayne highlighted staff's recommendations for additional one-time funding options for FY2020.

Deputy County Manager/Chief Financial Officer Michael Townsend answered questions related to costs associated with the significant increase of Superior Court and Legal Defender capital caseloads.

Deputy County Manager/Flood Control Administrator Andreani spoke about additional infrastructure that may need matched with other funds to change the dynamic of the economics of forest restoration.

Director of Forest Restoration Jay Smith spoke about the timing for funding as there is going to be an influx of industry.

The Board conferred and provided feedback on the proposed one-time funding items for FY20; which included Justice Department and Court Reporter Digital Solutions funding, Forest Industry Economic Development funding, Flagstaff Downtown Business Alliance funding and partial funding of an air curtain burner. Staff answered questions asked by individual Board members related to the items.

Deputy County Manager Townsend provided statistics regarding property tax rates in Coconino County compared to other counties in the state.

Deputy County Manager/Flood Control Administrator Lucinda Andreani reviewed staff's recommendation for a portion of the proposed Flood Control District budget for FY20.

Individual Board members provided feedback on the importance of the recommendations for the proposed flood control budget.

Motion: Enter executive session, **Action:** approve, **Moved by:** Supervisor Elizabeth Archuleta, **Seconded by:** Supervisor Lena Fowler. The motion passed unanimously.

Chairman Babbott called for a break at 3:40 p.m. to allow time for the Board to relocate to the Second Floor Conference Room to hold executive session.

Executive Session:

5. Discussion of County Manager performance evaluation. Pursuant to A.R.S. 38-431.03 (A) (1), the Board of Supervisors may vote to enter executive session.
Board of Supervisors

Present: Chairman Art Babbott, Vice Chairwoman Lena Fowler, Supervisor Elizabeth C. Archuleta and Supervisor Matt Ryan. Supervisor Jim Parks was present telephonically.

Also Present: Human Resources Director Erika Philpot.

The Board entered executive session at approximately 3:45 p.m.

There being no further discussion, Chairman Babbott adjourned executive session at 5:36 p.m.



COCONINO COUNTY BOARD OF SUPERVISORS

A handwritten signature in blue ink, appearing to read "Art Babbott", is written over a horizontal line.

Art Babbott, Chair

ATTEST:

A handwritten signature in blue ink, appearing to read "Lindsay Daley", is written over a horizontal line.

Lindsay Daley, Clerk of the Board of Supervisors