

MINUTES
TOWN OF QUARTZSITE
REGULAR MEETING OF THE
HEALTH & DEVELOPMENT SERVICES BOARD
465 NORTH PLYMOUTH AVENUE
THURSDAY, JANUARY 21, 2016, 3:00 PM

CALL TO ORDER: 3:06 p.m.

INVOCATION: Prayer led by Board Member Pennington.

PLEDGE OF ALLEGIANCE: Pledge of Allegiance led by Dave Collier.

ROLL CALL OF THE BOARD

Board Member: Sue MacCracken, present
Board Member: Rita Wilson, absent
Board Member: Elmer London, present
Board Member: vacant

Board Member: Suellen Pennington, present
Board Member: Monica Timberlake, present
Board Member: Dave Collier, present

Board Member Dave Collier volunteered to Chair the meeting.

All Business Items are open to public discussion when the Chairperson calls for it for each item after the Board has had an opportunity to discuss and possibly act on each item.

APPROVAL OF MINUTES

December 17, 2015.

Board Member Pennington motioned to approve the minutes of December 17, 2015, and Board Member Timberlake seconded the motion. The motion passed unanimously.

BUSINESS

1. Mayor Foster to address the Board.

Mayor Foster provided some of his reasons for having requested to go before the Board. First, Mayor Foster apologized to the Health and Development Services Board for their having to experience the difficulties they had with problems that were created by Council actions that were taken before the current Board Members took office.

He advised the Board of some of the changes he would like the Council to consider and possibly act on to change the Town Code regarding the timeline for the public funds about which the Board makes annual recommendations to the Council.

Mayor Foster spoke of the purpose of the Town's advisory boards.

Board Member Timberlake asked the Mayor when the applications for public funds would be due if his proposed changes to the Town Code come to fruition. There was a discussion of possibilities for the deadline of submitted applications for public funds to be aligned according to the timing of the Town's Budget.

There was discussion regarding another Open Meeting Law training session for the Board. The Mayor said the League of Arizona Cities and Towns may come out to train, and Town Manager Miller said the Ombudsman's Office could be called.

There was a discussion of vendors, sales tax and the fact that they are the primary source of the public funds that are awarded to the non-profit agencies annually. The discussion led to a discussion about the responsibility for vendors obtaining a vendor permit being placed with the vending location owner.

2. Nominations and vote to elect a Chairperson.

Board Member MacCracken nominated Board Member Timberlake, and Board Member Pennington seconded the nomination. The vote was all in favor. Board Member Timberlake was elected as the Board's new Chairperson.

3. Nominations and vote to elect a Vice Chairperson.

Board Member London nominated Board Member Collier and Board Member Pennington seconded the nomination. The vote was all in favor. Board Member Collier was elected as the Board's new Vice Chairperson.

4. Discussion and possible action regarding making plans for the upcoming year and deciding what the Board would like to accomplish.

Chairperson Timberlake listed: Carewatch package, Cenpatico billboards, and magnetic signs for the transit vehicles.

Town Manager Miller said he would check to see if there were any regulation against using magnetic signs on the transit vehicles.

There was a discussion regarding how Cenpatico may be able to help the Town.

REPORTS FROM BOARD

Chairperson Timberlake said she would like to see the Carewatch packages get done.

Town Manager Miller advised that although there was not a Carewatch sheet of information, there was a list of important phone numbers that had been updated and continues to be distributed.

There was a discussion of a monthly Friends of Transit meeting. Chairperson Timberlake said the Health and Development Services Board voted against being part of a Friends of Transit group.

Chairperson Timberlake said that Linda of Cenpatico said she would like to talk to the Health and Development Services Board at the next meeting.

Town Manager Miller said that would be great.

REPORTS FROM STAFF

1. Monthly Transit updates and statistical reports.

Janet Collier, Town Transit Coordinator, updated the Board with the Transit System mileage of December 2015, at 2,903 miles which is greater than December 2014's mileage total. She reported on the transit budget and moving forward with 5311. Mrs. Collier said she would provide the Board with a complete list of what the Board is required to do as a Transit Advisory Committee.

2. Update regarding Community Outreach Public Funds.

Town Manager Miller updated the Board on the Community Outreach Public Funds. He said the Town Code updates regarding the Health and Development Services Board, and the award of the Public Funds had been done by the Council during a recent Council meeting. He said the past year's funding process was over, and three organizations, the Quartzsite Business Chamber, the Quartzsite Senior Center and the Quartzsite Historical Society each received \$2,000. He explained that accountability contracts were being prepared as the next step in the funding process.

Town Manager Miller reviewed the changes to the Town Code's Chapter 20, Health and Development Services Board. He explained that the financial assistance given to the selected non-profit organizations each year would be called awards, not grants, of public funds. He said that the Town had a legal responsibility to ensure that those public funds were used for a public purpose. He said the composition of the Board would remain at seven board members, and conflicts of interest would only arise when a Health and Development Services Board Member was part of the governing body or board of an outside organization. The next change he elaborated on was that of quarterly reporting. He said the code reads that an award recipient is responsible to report the use of public funds to the Town.

CALL TO THE PUBLIC

Shanana Rain BearCat spoke about the Town Code and the Board's responsibilities. She said she had met with Mr. Ron Slight, the publisher of the Arizona State RV guide, and that this year Quartzsite had three pages in his publication.

Town Manager Miller asked the Board Members that they think of their duties as five pillars upon which the Board was founded. He asked that the Members treat them all equally.

ADJOURNMENT

Chairperson Timberlake motioned to adjourn, and Board Member London seconded the motion. The motion passed unanimously.

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the meeting of January 21, 2016, of the Health & Development Services Board of the Town of Quartzsite, Arizona, held on January 21, 2016.

I further certify that the meeting was duly called and held and that a quorum was present.

DATED this _____ day of _____ 2016.

Tonya Hoogerwerf, Town Building Inspector

On behalf of the Board,

Approved:

Chairperson Timberlake