

**MINUTES**  
**TOWN OF QUARTZSITE**  
**REGULAR MEETING OF**  
**THE HEALTH & DEVELOPMENT SERVICES BOARD**  
**465 N. PLYMOUTH AVE.**  
**TUESDAY, OCTOBER 16, 2014, 3:00 PM**

**CALL TO ORDER:** 3:00 p.m.

Meeting called to order by Chairperson Ford at 3:00 p.m.

**PLEDGE OF ALLEGIANCE:** Led by Chairperson Ford.

**INVOCATION:** Given by Board Member Wilson.

**ROLL CALL OF THE BOARD:**

Chairperson: Sally Ford, present  
Board Member: Sue MacCracken, present  
Board Member: Rita Wilson, present  
Board Member: vacant

Vice Chairperson: Elmer London, present  
Board Member: Suellen Pennington, present  
Board Member: vacant

**APPROVAL OF MINUTES:**

September 23, 2014

**Board Member Wilson moved** to approve the minutes and **Board Member Pennington seconded** the motion. The vote was all in favor. **Motion Passed.**

**BUSINESS:**

**1. Review and discussion regarding the Open Meeting Law.**

Town Manager Miller referenced an attachment to the agenda entitled Open Meeting Law 101 during his review of that law.

He reviewed the purpose of the Open Meeting Law, important elements of that state law and the public's rights in the meeting process.

Chairperson Ford asked Town Manager Miller if there would be any future training regarding the Open Meeting Law.

Town Manager Miller advised the Town will try to schedule Open Meeting Law training periodically. He will be sure to advise the boards of the dates and times.

**2. Discussion and possible action to standardize a process by which non-profit organizations in the Town of Quartzsite may become aware of and apply for financial assistance from the Town's Economic Outreach Fund.**

Discussion regarding developing an application process took place. No action was taken. The Board requested that a draft application be supplied at the next regular meeting. The Board would then make changes to the draft and recommend it to the Council for approval.

Chairperson Ford suggested the process be put in order as soon as possible, so that interested organizations have time to turn in their applications in August, 2015.

The discussion included ideas such as advertising on Facebook and possibly, in the future, making recommendations to the Council for changes to the Town Code.

**Chairperson Ford moved to open the meeting to the public and Board Member Pennington seconded the motion and all voted in favor. Motion Passed.**

Council Member Carol Kelley spoke regarding the history of the Town's process to disburse the financial assistance funds. She offered suggestions for the new application process.

Board Member London spoke regarding the progression of spending.

Town Manager Miller advised the current meeting is the first session of the review of the financial assistance program. He said the goal is to make the process available to more non-profit organizations.

Chairperson Ford closed the public discussion.

**3. Discussion and possible action regarding the Town's Transit Service and advertising the availability of free passes for income qualifying elderly and disabled citizens.**

Town Manager Miller spoke regarding the free passes for transit, including how the Town received them from the Western Arizona Council on Government (WACOG).

The agenda item was continued to the next regular meeting.

Board Member London asked that the transit buses and the drivers' training be on the next agenda.

Chairperson Ford suggested that December's Health & Development meeting be devoted to the transit system with an invitation to the public.

Town Manager Miller suggested that the Town's Transit System branding (transit logo on the transit vans) be discussed at the December meeting.

**REPORTS:**

Monthly Transit System Ridership Report for September.

Report not given.

**CALL TO THE PUBLIC:**

Council Member Carol Kelley spoke regarding the transit system, the community's use of it and using the service so the Town does not lose it.

**ADJOURNMENT:** 4:32 p.m.

**Chairperson Ford moved** to adjourn and **Board Member Wilson** seconded the motion. The vote was unanimous. **Motion Passed.**

**CERTIFICATION:**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Meeting of October 16, 2014, of the Health & Development Services Board of the Town of Quartzsite, Arizona, held on October 16, 2014.

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

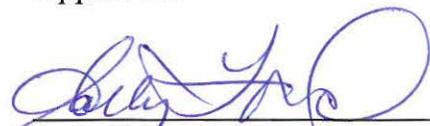
DATED this 20<sup>TH</sup> day of NOVEMBER 2014.



Tina M. Abriani, Town Clerk

On behalf of the Board,

Approved:



Sally Ford, Chairperson

*Next meeting to be held November 20, 2014 at 3:00 p.m. in Council Chambers.*