



PIMA COUNTY

COMMUNITY & WORKFORCE
DEVELOPMENT


MEMORANDUM

Date: May 18, 2021

To: C.H. Huckelberry, Pima County Administrator

Via: Francisco Garcia, MD, MPH, Deputy County Administrator & Chief Medical Officer

Cc: Julie Castaneda, Clerk of the Board
Jan Leshner, Chief Deputy Pima County Administrator

From: Dan Sullivan, Community & Workforce Development Director 

RE: **Community & Workforce Development Budget Hearing Follow Up Questions**

Thank you for the opportunity to share the work Pima County Community & Workforce Development Department (CWD) does in the community to provide workforce development services, emergency rent and utility assistance, housing for people experiencing homelessness, community development, and youth development.

Supervisor Scott asked four follow up questions, which are listed below with my responses. I am happy to answer any additional questions the Board may have.

1. Administration Group: Given its name (Emergency Legal Services), I am assuming that this new endeavor is not being considered as a permanent part of your department. Our community was dealing with concerns related to evictions and the lack of representation available to tenants in those legal proceedings prior to the pandemic. I would like there to be consideration given (and options shared with the BOS) for ELS to continue under your auspices moving forward.

- It is correct that concerns related to evictions during the pandemic and the lack of tenant representation in those legal proceedings continues to be a major concern. CWD Deputy Director Andy Flagg and I have discussed at length how to develop a model that can be sustained after the current eviction crisis because we know the importance the program will have in the community. This will be the first program in the state to take on this task and there are only a handful of similar programs in the Country. At some point after the program is up and running, we will present options for a sustainable, post-pandemic model to the County Administrator for potential consideration by the Board. In addition, perhaps, as we roll out the program, a name change will be in order to convey the permanence of the program

2. Community Development: Our office is confused with the varied messages we have received regarding the Housing Commission and the appointments we need to fill our vacancies. Could you or your designee please send something to the entire Board so that we know the long-term plan for the Housing Commission and how it will work to develop an affordable housing strategy for our region?

- The Housing Commission played a critical role following the 1991 Bond Election, providing input and insight into the management of those resources. We are now looking to develop a plan

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to send the Administrator and the Board to update the charter of the Housing Commission that would allow it to refocus on the current and most pressing housing related challenges in Pima County. Issues of housing insecurity, eviction assistance, homelessness are increasingly important to residents and policy makers alike, and the Housing Commission may serve as an appropriate setting to bring together public and private sector stakeholders to inform the discussion. For that reason, we would ask your permission to hold making any new appointments until a revised charter has been finalized and approved.

3. **Outside Agencies:** Can you please advise the BOS where the Outside Agency Community Advisory Committee is in its work? Do each of us need to reach out to our representative, or will they be contacting us about the proposals they are considering? I would appreciate an overview of the process the committee follows and when supervisors have input.

We are in the process of finalizing the Community Outside Agency Annual Report for review by the Board, which will summarize all the impact the program has on the human services throughout the community. (It should be noted that a separate but extremely important component that supports Attractions & Tourism related entities will not be covered in that report.)

The Outside Agency Advisory Committee (the Committee) met throughout the year to review the progress that programs have made. This includes the contractual process, the contractual requirements, the outcomes and outputs and the organizational capacity to deliver quality services. This past fiscal year, programs were funded in five service categories, and the amount of funding for each service category was based upon the Committee's determination of community needs. The Committee's funding priorities are: Basic Needs, Safety, Quality of Life, and Support Services. The Outside Agency Program provided over \$3.3 million in funding for social service programs.

The distribution of funds begins through the competition of an application that is released in November. Over 120 applications are generally received. Applicants choose one of six service categories which match their programs activities: Community Support; Emergency Food and Clothing; General Services; Senior Support; Support Services, Shelter, Domestic Violence; and Youth, Young Adults and Parenting Support.

Review of applications is conducted by a seven-member Citizen Review Committee. Each of the five Board of Supervisors and the County Administrator appoints one member. Board members typically reach out to their Board Member to discuss priorities. The Department's Director sits on the Committee in ex-officio.

The Committee holds public meetings in a round table format where applicants answer a series of queries and respond to questions from the Committee. Each round table is composed of applicants who provide services under the same Service Category. In making decisions the Committee utilizes staff reports about applicants. This report includes program monitoring, fiscal review and quarterly program reports. Quarterly program reports are received through the Department's web based reporting system.

Funding recommendations are presented to the Board of Supervisors who make the final

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funding awards. Agencies are funded for one fiscal year with the possibility of funding renewal for a second year. Currently, the Committee is in the process of evaluating programs for second year renewals.

4. Youth Development Group: During your presentation about this program, it seemed as if there were opportunities for your office to work in partnership with the County School Superintendent on some of the work within this program. Is there already collaboration between your two offices? If not, could you and Superintendent Williams discuss possibilities for mutual efforts and report back to the BOS?

- County School Superintendent Dustin Williams sits on the Pima County Workforce Board, which is the advisory board for our Workforce Innovation and Opportunity Act programs at the Pima County One Stop. We have and will continue to collaborate with the County School Superintendent on workforce programs, as well as all our other programs offered in the department. I have a meeting with County School Superintendent staff this afternoon (May 17, 2021) to discuss broadband internet access.