

**PROCEEDINGS OF THE COCHISE COUNTY BOARD OF SUPERVISORS
WORK SESSION HELD ON
Tuesday, April 2, 2019**

A work session of the Cochise County Board of Supervisors was held on Tuesday, April 2, 2019 at 10:00 a.m. in the Board of Supervisors' Executive Conference Room, 1415 Melody Lane, Building G, Bisbee, Arizona.

Present: Peggy Judd, Chairman; Ann English, Vice-Chairman
Absent: Thomas E. Borer, Supervisor
Staff Present: Edward T. Gilligan, County Administrator
Sharon Gilman, Associate County Administrator
Kim Lemons, Deputy Clerk of the Board
Attendees: Carrie Langley, Health & Social Services Director
Ray Falkenberg, H&SS Deputy Director
Daniel Duchon, Budget Manager
Jim Thies, Chief - Huachuca City Police Department
Dale Hadfield, Chief - Willcox Police Department
Jere Fredenburgh, Citizen/Animal Shelter Volunteer
Lori Kilpatrick, Citizen
Shar Porier, Sierra Vista Herald

Chairman Judd called the meeting to order at 10:00 a.m.

ANY ITEM ON THIS AGENDA IS OPEN FOR DISCUSSION AND POSSIBLE ACTION

PLEDGE OF ALLEGIANCE

THE ORDER OR DELETION OF ANY ITEM ON THIS AGENDA IS SUBJECT TO MODIFICATION AT THE MEETING

INTRODUCTIONS

ITEMS FOR DISCUSSION

Board of Supervisors

1. Discussion and possible direction regarding the County's Strategic Plan specifically discussing the Public Health Funding Strategy and Animal Shelter update.

Ms. Carrie Langley, Health and Social Services Director, presented this item using a PowerPoint presentation. She began with the department's accreditation process; what the national standards of essential functions of public health are; and the divisions that provide those services. The focus today is the department's strategic alignment with the County's

strategic plan to provide enhanced services and workforce management. She provided statistics for the divisions and alignment with the national standards.

Workforce Focus:

- Develop an organizational structure supportive current and future needs
- Key alignment
 - Emergency Management with Health creating depth and sustainability
 - Deputy Director Operations
 - Establishing standard staffing models for Environmental Health Services (EHS)

Administrative Focus:

- Reviewing Fee Structures & Business Processes
 - Leveraging technology
 - Vital Records re-alignment provided enhanced services to public
 - EHS Fee Schedule is 8 years old and is in review process

Mr. Falkenberg described the workforce of EHS past and present.

Ms. Langley gave the details of the EHS inspection types and the need for an update to the current 2012 Fee Schedule and the need for a well testing service. She described the complexities involved in the the septic testing process. She answered questions from the Board regarding the responsible parties in the testing approval process and the collaboration with the Community Development department that has been working well. In addition, the need for expansion of an online portal for the public to submit documents.

Mr. Falkenberg outlined the current and proposed workforce positions and operation expenses.

Ms. Langley gave the degree requirements from the state and examinations necessary for the proposed positions.

Mr. Gilligan suggested a strategy for covering the costs of staffing over multiple years in association with the fee increases.

The Board asked that the Fee Schedule changes be provided when possible for budget planning projections.

The second topic of Animal Welfare was presented by Ms. Sharon Gilman, Associate County Administrator using a PowerPoint presentation. She gave the background, purpose and direction received so far concerning the County Regional shelters and used a scatter map to illustrate the impound data from Animal Control Officers (ACOs) in the County.

Ms. Gilman talked about the Huachuca City facility fire and current and proposed IGA.

Mr. Gilligan outlined the County shelter tours and discussions with city leaders for possible partnerships; funding options; and how impounds are currently handled. An in-depth analysis of a shelter site followed with the value of possible investment.

Chief Jim Thies, Huachuca City, presented the role Huachuca City as support for the County could be if the shelter is rebuilt.

Ms. Gilman continued with her presentation covering the current IGA with Douglas. Also, the proposed 70/30 split on expenses for Willcox with a supporting document that covered three

options.

Chief Dale Hadfield, City of Willcox, explained the current operation of the Animal Shelter including improvements.

Ms. Gilman gave an additional option for an RFP for non-profit services to cover the Willcox area. The County does not have a current IGA with the City of Bisbee but two possible options are exploring a partnership with Friends of Bisbee Animal Shelter: short-term for ACO placements; long-term for operation of a facility owned/built by the County. She further discussed possible building sites or land donations and staffing with inmate labor for animal support.

Mr. Gilligan addressed a operational contingency plan and transition plan.

Ms. Fredenburgh commented on animal shelter space and possible short- and long-term solutions.

Vice-Chairman English asked about the cost per animal throughout the county.

Mr. Gilligan said there is not a centralized, common system to track management of animals; each city uses a different method.

Ms. Gilman presented these recommendations:

- Draft IGA with City of Willcox
- Continue IGA with Douglas
- Pursue discussions with Friends of Bisbee
- Request the Cochise County Sheriff's Office place Animal Control in Special Revenue Fund

Future Concerns:

- Common data reporting
- Update Animal Control Ordinance
- Establish facility policy and procedure
- Access/cost of vet care
- Public involvement and support

The Board gave direction to review the Animal Control Ordinance for possible updates and to include a spay/neuter policy for improved animal management moving forward. Also, recommended taking care of the immediate need with a short-term solution and pursuing a long-term solution for a new building in Bisbee or Hereford because that area has County facilities nearby for support.

Chairman Judd adjourned the meeting at 12:16 p.m.

APPROVED:

Peggy Judd, Chairman

ATTEST:

Kim Lemons, Deputy Clerk of the Board