

**PROCEEDINGS OF THE COCHISE COUNTY BOARD OF SUPERVISORS  
WORK SESSION HELD ON  
TUESDAY, JANUARY 12, 2021**

A work session of the Cochise County Board of Supervisors was held on Tuesday, January 12, 2021, at 10:00 a.m. in the Board of Supervisors' Executive Conference Room, 1415 Melody Lane, Building G, Bisbee, Arizona.

Present: Ann English, Chairman; Peggy Judd, Vice-Chairman; Tom Crosby, Supervisor

Staff Present: Richard G. Karwaczka, County Administrator  
Sharon Gilman, Associate County Administrator  
Christine Roberts, Chief Civil Deputy County Attorney  
Kim Lemons, Clerk of the Board  
Tim Mattix, Deputy Clerk of the Board

Attendees: Daniel Duchon, Budget Manager  
Melissa Wirthlin, Constable  
Brian McIntyre, County Attorney  
Kris Carlson, Civil Deputy County Attorney  
Cathy Traywick, County Treasurer  
Niltza Flores, Associate Court Administrator  
Rita Shipley, Superior Court Budget/Finance Director  
Robin Rossbach, Courts Finance Division Manager  
Terry Bannon, Judge  
Dan Coxworth, Development Services Director  
Judy Lynn, Interim Director, Emergency Services  
Jackie Watkins, Eng & Natural Resources Director  
Henry Meraz, Facilities Director  
Alicia Thompson, Health & Social Services Director  
Anita Baca, Housing Authority Director  
Elda Orduno, HR Director  
Jennifer Graeme, Associate HR Director  
Joe Casey, IT Chief Information Officer  
Sara Dent, Legal Defender  
Amadee Ricketts, Library Director  
Marty Haverty, Public Works Director  
Heather Lopez, Chief Deputy Recorder  
Julie Morales, Risk Management Director  
Jacqui Clay, School Superintendent  
Mark Apel, Environmental Projects Coordinator  
Teresa Garcia, Engineering Technician  
Dale Jones, Registered Land Surveyor  
Teresa Murphy, Right-of-Way Agent I  
Bradley Simmons, Civil Engineer I

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

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

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

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***ITEMS FOR DISCUSSION***

**Board of Supervisors**

1. Discussion and Possible Direction regarding the County's Strategic Plan:
  - The Board's goals during their term of office, 2021-2024;
  - Committee appointments for members of the Board of Supervisors and Executive Staff.

The Board discussed Committee appointments for the Board and Executive Staff. Vice-Chairman Judd will look for an elected official in District 3 to sit on the SouthEastern Arizona Community Action Plan (SEACAP) and an individual to sit on the Board of Health. Committee appointments will be added to the January 26, 2021 Regular Meeting for formal approval.

The Board reviewed and discussed the seven priorities in the draft Strategic Work Plan 2021 - 2024.

**Priority 1, Economic Development Countywide** - The Board discussed this Priority, emphasizing the importance of the proposed Douglas Port of Entry, rail, mining, and agriculture. A Work Session on the proposed Douglas Port of Entry Water and Wastewater Feasibility Report is scheduled for January 27, 2021. A separate Work Session will be scheduled in the future to discuss mining and agriculture.

**Priority 2, Promote Environmental Issues** - The Board discussed this Priority and agreed to add "Support the Fort Environmental Issues" as a separate item.

**Priority 3, Increased Intergovernmental Cooperation and Collaboration** - The Board discussed this Priority and agreed to include "Southeastern Arizona Communications (SEACOM)" as a separate item.

**Priority 4, Workforce Development** - The Board discussed this Priority and agreed to add "Work from home" as a separate item. A Work Session will be scheduled in a minimum of four weeks' time to discuss telecommuting benchmarks for employees.

**Priority 5, Efficient Administration Practices** - The Board discussed this Priority and agreed to add the County website as a separate item. Ms. Roberts will present information to the Board at a future Work Session concerning entering into Memoranda of Understanding (MOU) to administer jurisdictional elections.

**Priority 6, Maintain Fiscal Responsibility** - The Board discussed this Priority. A Work Session will be scheduled to discuss Public Safety Personnel Retirement System (PSPRS) liabilities. Mr. Karwaczka will present information at an upcoming meeting on potentially contracting with an Arizona firm for audit services. Mr. Duchon will present an update on current Fiscal Year Second Quarter revenues at the January 22, 2021 Work Session.

**Priority 7, Infrastructure Management and Development** - The Board discussed this Priority. A Work Session will be scheduled in February to discuss a work plan for current County facility needs and another in late March to discuss a Facilities Capital Improvement Plan. A Work Session will also be scheduled for late March to discuss a Public Works/Engineering and Natural Resources 3-year County Road Project Plan and Quarterly Work Plan Update.

Chairman English adjourned the meeting at 11:57 a.m.

APPROVED:

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Ann English, Chairman

ATTEST:

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Kim Lemons, Clerk of the Board