



NOTICE OF PUBLIC MEETING AND EXECUTIVE SESSION
PINAL COUNTY PUBLIC HEALTH SERVICES DISTRICT
BOARD OF DIRECTORS
AGENDA
Wednesday, June 23, 2021

9:30 AM - CALL TO ORDER

PINAL COUNTY ADMINISTRATIVE COMPLEX
BOARD OF SUPERVISORS HEARING ROOM
135 N. PINAL STREET
FLORENCE, AZ 85132

BUSINESS BEFORE THE BOARD

(Consideration/Approval/Disapproval of the following:)

(1) CONSENT ITEMS:

All items indicated by an asterisk (*) will be handled by a single vote as part of the consent agenda, unless a Board Member, County Manager, or member of the public objects at the time the agenda item is called.

- * A. Discussion/approval/disapproval of Minutes from June 9, 2021, Board of Directors Public Health Services District Meeting. (Natasha Kennedy)
- * B. Discussion/approval/disapproval rescinding the Board of Supervisors' previous action on September 30, 2020, of the approval of a contract agreement between NAU AMP AmeriCorps & Pinal County Public Health for the 2020 Site Mentoring Program. This agreement would have allowed the use of 1 part-time employee to be paid for through the AmeriCorps mentoring program to further our work on the Opioid data to the action grant project. Unfortunately after heavy recruitment the position was not able to be filled. (Jan Vidimos/Tascha Spears)

ADJOURNMENT

(SUPPORTING DOCUMENTS ARE AVAILABLE AT THE CLERK OF THE BOARD OF SUPERVISORS' OFFICE AND AT <https://pinal.novusagenda.com/AgendaPublic/>)

NOTE: One or more members of the Board may participate in this meeting by telephonic conference call.

The Board may go into Executive Session for the purpose of obtaining legal advice from the County's Attorney(s) on any of the above agenda items pursuant to A.R.S. 38-431.03(A)(3).

In accordance with the requirement of Title II of the Americans with Disabilities Act (ADA), the Pinal County Board of Supervisors and Pinal County Board of Directors do not discriminate against qualified individuals with disabilities admission to public meetings. If you need accommodation for a meeting, please contact the Clerk of the Board Office at (520) 866-6068, at least (3) three business days prior to the meeting (not including weekends or holidays) so that your request may be accommodated.



PINAL COUNTY

WIDE OPEN OPPORTUNITY

AGENDA ITEM

June 23, 2021 ADMINISTRATION BUILDING A
FLORENCE, ARIZONA

REQUESTED BY:

Funds #:

Dept. #:

Dept. Name: Clerk of the Board

Director: Natasha Kennedy

BRIEF DESCRIPTION OF AGENDA ITEM AND REQUESTED BOARD ACTION:

Discussion/approval/disapproval of Minutes from June 9, 2021, Board of Directors Public Health Services District Meeting. (Natasha Kennedy)

BRIEF DESCRIPTION OF THE FISCAL CONSIDERATIONS AND/OR EXPECTED FISCAL IMPACT OF THIS AGENDA ITEM:

BRIEF DESCRIPTION OF THE EXPECTED PERFORMANCE IMPACT OF THIS AGENDA ITEM:

MOTION:

Approve as presented.

History

Time

6/15/2021 3:48 PM

Who

Clerk of the Board

Approval

Yes

ATTACHMENTS:

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[Minutes PHSD](#)



PINAL COUNTY

WIDE OPEN OPPORTUNITY

**PINAL COUNTY PUBLIC HEALTH SERVICES DISTRICT
BOARD OF DIRECTORS
MINUTES
Wednesday, June 9, 2021
10:32 AM**

BOARD OF DIRECTORS

Chairman Stephen Q. Miller
Director, District 3

Vice-Chairman Mike Goodman
Director, District 2

Kevin Cavanaugh
Director, District 1

Jeffrey McClure
Director, District 4

Jeff Serdy
Director, District 5

PINAL COUNTY ADMINISTRATIVE COMPLEX
BOARD OF SUPERVISORS HEARING ROOM
135 N. PINAL STREET
FLORENCE, AZ 85132

All Presentations are attached to the Agenda at:
[Click Here to View the Public Health Services District Agenda](#)

and a Video Recording of this meeting can be viewed at:
[Click Here to View Video Recording](#)

The Pinal County Public Health Services District Board of Directors convened at 10:32 a.m. this date. The meeting was called to order by Chairman Miller.

Members Present: Chairman Stephen Q. Miller; Vice-Chairman Mike Goodman; Director Kevin Cavanaugh; Director Jeffrey McClure; Director Jeff Serdy

Staff Present: County Manager, Leo Lew; Chief Civil Deputy County Attorney, Chris Keller; Clerk of the Board, Natasha Kennedy and Deputy Clerk of the Board, Kelsey Pickard

(1) CONSENT ITEMS:

All items indicated by an asterisk (*) will be handled by a single vote as part of the consent agenda, unless a Board Member, County Manager, or member of the public objects at the time the agenda item is called.

Chairman Miller asked if there were any requests from Board Members, staff or the audience to remove any consent agenda items for discussion. There being none.

Item Action: Approved Consent Agenda Items A through E

Motion Made By: Supervisor Goodman

Seconded By: Supervisor McClure

To approve Consent Agenda Items A through E.

Motion Passed

Ayes: Cavanaugh, Goodman, McClure, Miller, Serdy (5)

- * A. Discussion/approval/disapproval of Minutes from May 5, 2021, Board of Directors Public Health Services District Meeting. (Natasha Kennedy)
- * B. Discussion/approval/disapproval of acceptance of a donation of vaccine stock from Havens Medical, PLC in Apache Junction. Stock includes 7 doses of the Hepatitis B vaccine and 4 doses of Pentacel. Temperature has been verified to ensure vaccine is safe to use. Total value of donation estimated at \$475. (Tascha Spears)
- * C. Discussion/approval/disapproval of Resolution No. 060921-TO-MFS and the application by Public Health for the Tohono O'odham Shared Revenue Program in the amount of \$12,500 commencing September 1, 2021. (Tiffany Kirby/Tascha Spears)
- * D. Discussion/approval/disapproval of Amendment No. 1 to the Intergovernmental Agreement to Contract No. IGA2020-043 between Arizona Department of Health Services (ADHS) and Pinal County Public Health Services District for the Title V Maternal and Child Health, Healthy Arizona Families. The term of this agreement will be July 1, 2021, to June 30, 2022. The total contract amount not to exceed \$152,111. (Jan Vidimos/Tascha Spears)

- * E. Discussion/approval/disapproval of Contract No. CTR055218 for the Public Health Emergency Preparedness Program. The term of this agreement will be July 1, 2021, to June 30, 2026. The total amount of the agreement is \$478,356. This grant is part of the annual Public Health Services District budget. There is no impact to the General Fund. (Kore Redden/Tascha Spears)

10:33 a.m. – Chairman Miller adjourned the June 9, 2021, Pinal County Public Health Services District Board of Directors Meeting and reconvened the Pinal County Board of Supervisors Meeting.

**PINAL COUNTY
PUBLIC HEALTH SERVICES DISTRICT
BOARD OF DIRECTORS**

Stephen Q. Miller, Chairman

ATTEST:

Natasha Kennedy, Clerk of the Board

Minutes Prepared By: Kelsey Pickard, Deputy Clerk of the Board

Approval of Minutes: June 23, 2021



PINAL COUNTY

WIDE OPEN OPPORTUNITY

AGENDA ITEM

June 23, 2021 ADMINISTRATION BUILDING A
FLORENCE, ARIZONA

REQUESTED BY:

Funds #:

Dept. #:

Dept. Name: Public Health

Director: Tascha Spears

BRIEF DESCRIPTION OF AGENDA ITEM AND REQUESTED BOARD ACTION:

Discussion/approval/disapproval rescinding the Board of Supervisors' previous action on September 30, 2020, of the approval of a contract agreement between NAU AMP AmeriCorps & Pinal County Public Health for the 2020 Site Mentoring Program. This agreement would have allowed the use of 1 part-time employee to be paid for through the AmeriCorps mentoring program to further our work on the Opioid data to the action grant project. Unfortunately after heavy recruitment the position was not able to be filled. (Jan Vidimos/Tascha Spears)

BRIEF DESCRIPTION OF THE FISCAL CONSIDERATIONS AND/OR EXPECTED FISCAL IMPACT OF THIS AGENDA ITEM:

This is a request to rescind a previously approved agreement. No fiscal impact to consider.

BRIEF DESCRIPTION OF THE EXPECTED PERFORMANCE IMPACT OF THIS AGENDA ITEM:

N/A

MOTION:

Approve as presented.

History	Time	Who	Approval
	6/8/2021 2:24 PM	County Attorney	Yes
	6/8/2021 4:14 PM	County Manager	Yes
	6/11/2021 2:04 PM	Clerk of the Board	Yes

ATTACHMENTS:

<p>Click to download</p> <p><input type="checkbox"/> Prior Approved Agreement</p>



Dear Pinal County Public Health Services District,

Congratulations! Alternatives to Managing Pain & Prevention (AMPP) AmeriCorps has accepted your application to be a mentor site and host **1 Full Time AmeriCorps Member** in the 2020-2021 service year. The AMPP program focuses on combatting the opioid crisis in Arizona by increasing education and social support for older adults (50+) and youth (ages 13-24) through two primary interventions: provide older adults, veterans and those with disabilities resources, support and transportation to find non-medical alternatives to managing their pain; and providing youth and young adults with resources and education to abate substance use and/or remain in recovery. Your site is an important one to us and is a great fit for our program. We look forward to our partnership, working together and expanding services to address the ongoing opioid epidemic.

Upcoming Mandatory Meetings:

AMPP Partner Site Orientation

Date: Thursday, September 3, 2020

Time: 10AM-1PM

Location: Virtual – Please register here:

<https://nau.zoom.us/meeting/register/tJEkcQqtrzorGN3CI3lSBpz6mFemY8DJiN1q>

Who: All Site Mentors & key organization staff

AMPP Member Orientation:

- **To Be Scheduled With AMPP Program Coordinator**

Thank you for your commitment to service,

Andrew Facemire

AMPP AmeriCorps Program Coordinator

Civic Service Institute at NAU



**AmeriCorps
2020 Site Mentor Agreement**

**2020 Mentor Site Agreement
Alternatives to Managing Pain & Prevention AmeriCorps Program
P. O. BOX 6025
FLAGSTAFF, AZ 86011**

THIS AGREEMENT, made and entered into this 09/01/2020 is by and between the Arizona Board of Regents for and on behalf of **Northern Arizona University – Civic Service Institute, Alternatives to Managing Pain & Prevention AmeriCorps Program** hereinafter referred to as the “PROGRAM,” and **Pinal County Public Health Services District**, hereinafter referred to as the “SITE.”

It is agreed by the aforesaid parties to be of mutual interest and advantage for selected AmeriCorps Members, hereinafter referred to as “MEMBER(s),” of the PROGRAM to be provided quality experiences in community service at the SITE.

I. MUTUAL RESPONSIBILITIES

- A. PROGRAM and SITE shall at all times during the performance of this Agreement be and remain as independent cooperators and not as employees, agents, or joint ventures. Neither PROGRAM nor SITE personnel shall, by virtue of this Agreement, be entitled or eligible by reason of the contractual relationship hereby created to participate in any benefits or privileges given or extended by either party to its employees. The PROGRAM and SITE do not consider the MEMBER an employee of the SITE, but a MEMBER of the Alternatives to Managing Pain & Prevention AmeriCorps Program.
- B. PROGRAM shall maintain adequate insurance (through the State’s Risk Management Division, which is a self-insurance program) to cover any liability arising from the acts and omissions of PROGRAM’S agents and employees arising out of the performance of this Agreement. PROGRAM shall not be responsible for maintaining insurance coverage for liability arising from the acts and omissions of SITE’S employee’s or agents.

SITE shall maintain adequate insurance to cover any liability arising from the acts and omissions of SITE’S employees or agents arising out of the performance of this Agreement. SITE shall not be responsible for maintaining insurance to cover liability arising from the acts and omissions of employees of PROGRAM.
- C. To the extent applicable by Federal, State and Local laws, all the parties to this agreement agree to comply with laws prohibiting discrimination.
- D. The rules and regulations of the SITE shall be applicable to the assigned MEMBERS. PROGRAM shall notify MEMBERS that they are responsible for following the policies, rules and regulations of SITE.

- E. Neither the SITE nor PROGRAM will use the name of the other party or its employees in any publicity or advertising material without prior written consent.

II. PROGRAM RESPONSIBILITIES

The PROGRAM shall:

- A. Initiate the application process. This includes:
 - 1) Development of application;
 - 2) Advertisement/recruitment;
 - 3) Distribution and gathering of applications; and
 - 4) Re-distribution of appropriate applications to agencies.
- B. Provide comprehensive Orientation Training for MEMBER(s).
- C. Enroll MEMBER(s) in childcare and health insurance programs when eligible.
- D. Provide MEMBER(s) and agencies with general information on an ongoing basis.
- E. Provide FBI background check in compliance with the National Service Criminal History Check.
- F. Provide mediation and conflict resolution, as needed.
- G. Serve as a liaison between Governor's Office and CNCS.
- H. Provide training and technical assistance to the SITE and the MEMBER(s).
- I. Provide evaluation tools and reporting mechanisms to CNCS and the Governor's Office.
- J. Provide forbearance information and National Service Trust forms to MEMBER(s).
- K. Track MEMBER(s) hours through time sheets. Track number of hours spent in training and fundraising activities. MEMBERS may not exceed 10% of total hours spend in fundraising activities. MEMBERS may not exceed 20% of total hours in training activities.
- L. Provide living allowance distribution and Workers Compensation through Northern Arizona University.
- M. Other additions as deemed necessary at a later date.

Board of Regents/Northern Arizona University as an Additional Insured with reference to this contract. The policy shall include coverage for: Bodily Injury; Broad Form Property Damage (including completed operations); Personal Injury; Blanket Contractual Liability; Products and Completed Operations, and this coverage shall extend for one year past acceptance, cancellation or termination of the services or work defined in this contract; Fire Legal Liability.

Business Automobile Liability: with minimum limits of \$1,000,000 per occurrence combined single limit, with Insurance Service Office, Inc. Declarations to include Symbol One (Any Auto) applicable to claims arising from bodily injury, death or property damage arising out of the ownership, maintenance or use of any auto. The policy shall be endorsed to add the State of Arizona, Arizona Board of Regents/Northern Arizona University as an Additional Insured with reference to this contract.

Member Supervision and Management –

- G. Designate a “Host Site Mentor” utilizing the attached Site Mentor Agreement (Attachment A). This MENTOR will be directly responsible for supervision of the MEMBER(s). Please provide the PROGRAM office with the name of the MENTOR.
- H. Provide a minimum of 12 hours of site-specific training to the MEMBER **within 30 days of their Start Date**.
- I. Provide assignments, tasks and projects for MEMBER(s) site objectives.
- J. Meet at least every two weeks with MEMBER(s) to provide guidance, direction and mentoring opportunities.
- K. Communicate with the PROGRAM office to discuss management issues, as needed.
- L. Develop a “service description” and provide to MEMBER and PROGRAM office. MEMBER(s) must not take the place of SITE employees/staff members. MEMBER(s) must provide “hands-on” direct community service activities.
- M. Provide general PROGRAM information to SITE staff where MEMBER(s) will be placed. This includes: What is AmeriCorps?, What is the role of an AmeriCorps Member?, Who is the AmeriCorps host-site mentor?, and Who is/are the AmeriCorps Member(s)? PROGRAM staff will assist, if requested.
- N. Assure that MEMBER(s) complete the appropriate number of service hours within a twelve-month period. All MEMBERS must complete their term of service within 365 days. When a MEMBER begins service later in the year, service must be completed within 365 days or by **August 31, 2021**, whichever comes first.
- O. Show and preserve evidence of service hours for MEMBER(s) for a period of five-years following agreement termination.
- P. Ensure accompaniment of members who are working with vulnerable populations until they receive the appropriate background clearance for working with vulnerable populations without supervision. (This is in addition to SITE provided background check if needed by SITE).

- Q. Assure that MEMBERS do not exceed 10% of total hours spend in fundraising activities. MEMBERS may not exceed 20% of total hours in training activities.
- R. Enforce the Prohibited Activities Guidance from CNCS which states that “while MEMBERS are accumulating hours, or otherwise performing activities associated with Arizona AmeriCorps programs or the Corporation for National and Community Service (CNCS), Staff, MEMBERS or any volunteers recruited or managed by MEMBERS may not engage in the following AmeriCorps prohibited activities:
- a. Any effort to influence legislation.
 - b. Organizing or engaging in protests, petitions, boycotts or strikes.
 - c. Assisting, promoting or deterring union organizing.
 - d. Impairing existing contracts for services or collective bargaining agreements.
 - e. Engaging in partisan political activities or other activities designed to influence the outcome of an election to any public office.
 - f. Participating in, or endorsing, events or activities, which are likely to include advocacy for or against political parties, political platforms, political candidates, proposed legislation, or elected officials.
 - g. Engaging in religious instruction; conducting worship services; providing instruction as part of a program that includes mandatory religious instruction or worship; constructing or operating facilities devoted to religious instruction or worship; maintaining facilities primarily or inherently devoted to religious instruction or worship; or engaging in any form of religious proselytization. Providing a direct benefit to:
 1. a business organized for profit;
 2. a labor union;
 3. a partisan political organization; or
 4. an organization engaged in the religious activities described in the preceding sub-clause, unless Grant funds are not used to support the religious activities; and/or
 5. a nonprofit organization that fails to comply with the restrictions contained in section 501(c)(3) of the Internal Revenue Code of 1986 related to engaging in political activities or substantial amount of lobbying except that nothing in these provisions shall be construed to prevent participants from engaging in advocacy activities undertaken at their own initiative; and,
 6. an organization engaged in the religious activities described in G. above unless CNCS assistance is not used to support those religious activities;
 - h. Conducting a voter registration drive or using CNCS funds to conduct a voter registration drive;

- i. Providing abortion services or referrals for receipt of such services; and,
- j. Such other activities as CNCS may prohibit.

As of September 28, 2017, AmeriCorps State and National issued further guidance on the prohibited activities of providing abortion services and referrals.

Providing abortion services is limited to:

- a) Performing abortions.
- b) Being present in the room during an abortion in support of the woman or the procedure.
- c) Obtaining or providing medications to induce a medical abortion.

Referrals for abortion services are limited to:

- a) Scheduling or arranging for an abortion-related appointment, including any pre-procedure appointment required by law to obtain an abortion.
- b) Providing or organizing transportation for patients to obtain an abortion when the AmeriCorps member or assigning staff member has actual prior knowledge that the purpose of the visit is to obtain an abortion.
- c) Accompanying or providing translation services for patients obtaining an abortion.
- d) Providing counseling or support before or during the procedure, including explaining what the procedure will be like, explaining what's required to obtain an abortion in a given state, explaining or obtaining signed abortion consent forms from clients interested in abortions, negotiating fees or insurance coverage for a particular abortion, or other activity that promotes or encourages an abortion.
- e) Providing information such as the name, address, website, telephone number, or other relevant factual information (such as whether the provider accepts Medicaid, etc.) about an abortion provider.
- f) Promoting or encouraging use of abortion as a method of family planning.

AmeriCorps members may not engage in the above activities directly or indirectly by recruiting, training, or managing others for the primary purpose of engaging in one of the activities listed above. Individuals may exercise their rights as private citizens and may participate in the activities listed above on their initiative, on non-AmeriCorps time, and using non-CNCS funds. Individuals should not wear the AmeriCorps logo while doing so.”

Training –

- S. Attend mandatory mentor orientation training to be provided by the PROGRAM. Encourage other site staff who will be working with the member to attend the training as well. All PROGRAM procedures will be discussed in detail at this training session.

- T. Include MEMBER(s) in any SITE in-service training. Provide documentation for all training activities attended by MEMBER(s).
- U. Ensure that MEMBER includes site-specific training activities on their time sheet and designates them as training hours so that those hours can be tracked. MEMBERS may not spend more than 20% of their hours in training activities.

Grants Management -

- V. Complete surveys and/or other requests for feedback and data from the PROGRAM. These instruments are designed to provide feedback regarding agency satisfaction with the PROGRAM and MEMBER as well as data for grant reporting to CNCS.
- W. MENTORS must review and sign time sheets every two weeks. Mentors should review monthly data collections, which document MEMBERS direct services and training activities.
- X. Submit all quarterly reports on time.
- Y. Complete quarterly evaluations of MEMBER. The PROGRAM office will provide the forms.
- Z. Host site-visits by PROGRAM, CNCS, Governor's Office staff, Commissioners of the Arizona State Commission, and external evaluator. Every attempt will be made to give SITES a minimum of forty-eight-hour notice for a site-visit.
- AA. Other Grants Management requirements may be added as an amendment to this Agreement at a later date if contract requirements change with CNCS or the Governor's Office.

IV. GENERAL AGREEMENT

- A. The term of this agreement shall commence on **09/01/2020** and will continue until **August 31, 2021**, unless either party shall notify the other in writing of its intention to terminate.
- B. The PROGRAM, upon determination made in its sole discretion, shall give written notice to the director of the SITE of the specific area of non-compliance whereupon the SITE shall come into compliance within fifteen (15) days of notice. The PROGRAM, at its sole discretion, may extend the number of days within which the SITE shall come into compliance. Such an extension would be made upon evidence of good faith efforts by the SITE to come into compliance, including development and implementation of a written plan of action.
- C. This agreement may be terminated under the following conditions:

Termination for Non-Compliance: If the SITE is unwilling to come into complete compliance within fifteen (15) days from notice or within an agreed upon period of time, the PROGRAM may terminate this Agreement and the SITE shall have no further right hereunder. The PROGRAM may terminate the contract with less notice in the case of an emergency, as determined by the PROGRAM. In the event of termination for non-compliance, the SITE agrees that the PROGRAM, or its representative, may contract with other persons to perform the SITE's duties and responsibilities described in this Agreement.

Termination for Lack of Funds: The PROGRAM may, in its sole discretion, terminate the contract within twenty-four (24) hours written notice to the SITE because of lack of available funds, as determined by the PROGRAM.

Termination for Convenience: Upon giving thirty (30) calendar days written notice, either party may terminate this Agreement, in whole, for convenience and without penalty of further obligation.

D. Circumstances and amount for refund of payment

1. Should a member leave and **CNCS does not allow the member to be replaced**, the following is the refund schedule for SITES:

AMPP MEMBER EXITS	REFUND AMOUNT
First 30 days	75% refund
31-90 days	50% refund
90-180 days	25% refund
181 days or over	No refund

2. **Should SITES decide to not refill a vacant position CNCS allows to be refilled, there will be no refund.**
3. Any notice required or permitted hereunder shall be in writing and shall be deemed given if delivered in person or three days after mailing by United States registered or certified mail, postage prepaid, and addressed as follows:

To:
Pinal County Public Health Services District
PO Box 2945
Florence, AZ 85123

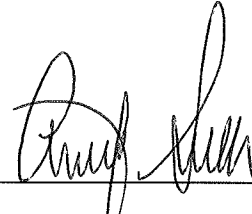
To: PROGRAM:
Northern Arizona University
Civic Service Institute
Alternatives for Managing Pain & Prevention AmeriCorps Program
P. O. Box 6025
Flagstaff, AZ 86011
Phone: 928-523-6395

E. This document constitutes the entire Agreement between the parties with respect to the subject matter hereto and shall supersede all previous oral and written proposals, negotiations, representations, commitments, writings, agreements and other communications between the parties. It may not be changed or modified except by an instrument in writing signed by a duly authorized representative of each party and attached and made a part hereof.

PROGRAM SIGNATURES

SITE SIGNATURE

ARIZONA BOARD OF REGENTS for
and on behalf of Northern Arizona University,
Civic Service Institute



X _____ 09/30/2020
Date

Anthony Smith, Chairman

Print Name/Title

X _____
John Masserini Date
Interim Dean, College of Social and Behavioral Sciences
Northern Arizona University

X _____
Erin Kruse Date
Interim Director, Civic Service Institute
Northern Arizona University

1 MEMBERS

ATTACHMENT A

**Alternatives to Managing Pain & Prevention AMERICORPS
Site Mentor Agreement**

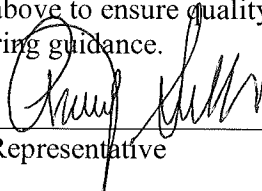
Purpose: To ensure active, consistent and supportive supervision of each AmeriCorps Member based upon the Member's skill level.

The Site Mentor will:

- 1) Provide orientation and training to Member(s) regarding agency mission, goals, procedures, internal functions, services, and community demographics.
- 2) Provide site staff orientation regarding AmeriCorps mission, purpose and goals and the role(s) of the AmeriCorps Member(s) within the Site.
- 3) Assure that Member(s) receive appropriate number of service hours within a twelve-month period: All Members must complete their term of service within 365 days. When a member begins service later in the year, service must be completed within 365 days or by **August 31, 2021**, whichever comes first.
- 4) Attend Mentor Orientation meetings to ensure awareness of programmatic goals, objectives, and updated materials.
- 5) Prepare and complete reporting requirements and evaluation information in a timely manner.
- 6) Be available for site-visits a minimum of two-times per year.
- 7) Display AmeriCorps affiliation signage at Mentor site.
- 8) Support Member development by:
 - a) providing and documenting site-specific training;
 - b) providing and documenting periodic and specialized training;
 - c) supporting mandatory Esprit de Corps (EDC) community service projects on National Days of Service by releasing Member(s) to participate in events like: Martin Luther King (January), AmeriCorps Week (March), Earth Day (April), September 11th National Day of Service & Remembrance, Make a Difference Day (October), and the Arizona Summit on Service and Volunteerism or equivalent (October). *Members are required to attend a minimum of three National Day of Service events.*
- 9) Assist Member(s) in development of education goals, as necessary.
- 10) Contact AmeriCorps staff with concerns, questions, and progress of Member(s) throughout service term.
- 11) ***Review and sign all time sheets affirming hours of service.***

The above requirements will ensure quality supervision of each AmeriCorps Member.

I, Pinal County Public Health Services District on 09/30/2020 (date) agree to comply with each requirement listed above to ensure quality supervision of the AmeriCorps Member(s) who are placed under my mentoring guidance.



SITE Representative (Date)

Anthony Smith, Chairman
Print Name

Erin Kruse (Date)
Interim Director

Civic Service Institute
Northern Arizona University