
Title VI Implementation Plan



***An Outreach of the Ahwatukee
Foothills Family YMCA
November 2021-November 2024***

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Title VI Policy Statement

The Valley of the Sun YMCA policy assures full compliance with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. Title VI states that “no person shall on the grounds of race, color, or national origin be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination” under any of the Valley of the Sun YMCA/YOPAS sponsored program or activity. There is no distinction between the sources of funding.

The Valley of the Sun YMCA also assures that every effort will be made to prevent discrimination through the impacts of its programs, policies and activities on minority and low- income populations. Furthermore, The Valley of the Sun YMCA/ YOPAS will take reasonable steps to provide meaningful access to services for persons with limited English proficiency.

When The Valley of the Sun YMCA distributes Federal-aid funds to another entity/person, The Valley of the Sun YMCA will ensure all sub-recipients fully comply with The Valley of the Sun YMCA/YOPAS Title VI Nondiscrimination Program requirements. The Chief Executive Officer has delegated the authority to Jackie Gizzi as the Title VI Program Coordinator, to oversee and implement FTA Title VI requirements.

Sincerely,



Bryan Madden
President and Chief Executive Officer

Title VI Notice to the Public

Notifying the Public of Rights Under Title VI The Valley of the Sun YMCA

The Valley of the Sun YMCA/ YOPAS operates its programs and services without regard to race, color, or national origin in accordance with Title VI of the Civil Rights Act of 1964. Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with the Valley of the Sun YMCA/ YOPAS.

For more information on the Valley of the Sun YMCA's civil rights program, and the procedures to file a complaint, contact Sandra Franks, District Executive Director, Ahwatukee Foothills Family YMCA at 602-212-6082 or svfranks@vosymca.org; or visit the Ahwatukee Foothills Family YMCA at 1030 E. Liberty Lane Phoenix, AZ 85048 or, for more information, visit www.valleymca.org.

A complainant may file a complaint directly with the City of Phoenix Public Transit Department or the Federal Transit Administration (FTA) by filing a complaint directly with the corresponding offices of Civil Rights: **City of Phoenix Public Transit Department**: ATTN: Title VI Coordinator, 302 N. 1st Ave., Suite 900, Phoenix AZ 85003 **FTA**: ATTN: Title VI Program Coordinator, East Building, 5th Floor, TCR 1200 New Jersey Ave., SE Washington, DC 20590

If information is needed in another language, contact Jackie Gizzi. Para información en Español llame: Jackie Gizzi, 720-798-4877, jackie@ymcamso.org.

Title VI Notice to the Public -Spanish

Aviso al Público Sobre los Derechos Bajo el Título VI The Valley of the Sun YMCA/ YOPAS

The Valley of the Sun YMCA (*y sus subcontratistas, si cualquiera*) asegura cumplir con el Título VI de la Ley de los Derechos Civiles de 1964. El nivel y la calidad de servicios de transporte serán provehidos sin consideración a su raza, color, o pais de origen.

Para obtener más información sobre la Valley of the Sun YMCA programa de derechos civiles, y los procedimientos para presentar una queja, contacte Sandra Franks, District Executive Director, Ahwatukee Foothills Family YMCA at 602-212-6082 svfranks@vosymca.org; or visite nuestra oficina administrative en Ahwatukee Foothills Famiy YMCA at 1030 E. Liberty Lane Phoenix, AZ 85048 or, para mas informacion visite., (TTY TYPE YOUR TTY NUMBER HERE). Para obtener más información, visite www.valleymca.org.

El puede presentar una queja directamente con City of Phoenix Public Transit Department o Federal Transit Administration (FTA) mediante la presentación de una queja directamente con las oficinas correspondientes de Civil Rights: City of Phoenix Public Transit Department: ATTN Title VI Coordinator 302 N. 1st Ave., Suite 900, Phoenix AZ 85003 FTA: ATTN Title VI Program Coordinator, East Building, 5th Floor –TCR 1200 New Jersey Ave., SE Washington, DC 20590

*The above notice is posted in the following locations:
Ahwatukee YMCA website, and Ahwatukee YMCA facility.*

This notice is posted online at www.valleymca.org

Title VI Complaint Procedures

These procedures provide guidance for all complaints filed under Title VI of the Civil Rights Act of 1964 as they relate to any program or activity that is administered by The Valley of the Sun YMCA, including consultants, contractors and vendors. Intimidation or retaliation as a result of a complaint is prohibited by law. In addition to these procedures, complainants reserve the right to file a formal complaint with other State or Federal agencies or to seek private counsel for complaints alleging discrimination. Every effort will be made to resolve complaints at the lowest possible level.

1. Any person who believes he and/or she has been discriminated against on the basis of race, color, or national origin may file a Discrimination complaint by completing and submitting the agency's Title VI Complaint Form.
2. Formal complaints must be filed within 180 calendar days of the last date of the alleged act of discrimination or the date when the alleged discrimination became known to the complainant(s), or where there has been a continuing course of conduct, the date on which the conduct was discontinued or the latest instance of the conduct.
3. Complaints must be in writing and signed by the complainant(s) and must include the complainant(s) name, address and phone number. The Title VI contact person will assist the complainant with documenting the issues if necessary.
4. Allegations received by fax or e-mail will be acknowledged and processed, once the identity of the complainant(s) and the intent to proceed with the complaint have been established. For this, the complainant is required to mail a signed, original copy of the fax or email transmittal for the complaint to be processed.
5. Allegations received by telephone will be reduced to writing and provided to the complainant for confirmation or revision before processing. A complaint form will be forwarded to the complainant for him/her to complete, sign and return for processing.
6. Once submitted The Valley of the Sun YMCA will review the complaint form to determine jurisdiction. All complaints will receive an acknowledgement letter informing her/him whether the complaint will be investigated by the Valley of the Sun YMCA or submitted to the state or federal authority for guidance.
7. The Valley of the Sun YMCA, will notify the Title VI Coordinator of ALL discrimination complaints within 72 hours via telephone at 602-

262-7242; or email at phxtransiteo@phoenix.gov.

8. The Valley of the Sun YMCA has 60 days to investigate the complaint. If more information is needed to resolve the case, the Authority may contact the complainant. The complainant has 60 business days from the date of the letter to send requested information to the investigator assigned to the case. If the investigator is not contacted by the complainant or does not receive the additional information within 60 business days, the Authority can administratively close the case. A case can be administratively closed also if the complainant no longer wishes to pursue their case.
 9. After the investigator reviews the complaint, she/he will issue one of two letters to the complainant: a closure letter or a letter of finding (LOF). A closure letter summarizes the allegations and states that there was not a Discrimination violation and that the case will be closed. An LOF summarizes the allegations and the interviews regarding the alleged incident, and explains whether any disciplinary action, additional training of the staff member or other action will occur.
 10. A copy of either the closure letter or LOF must be also be submitted to the City of Phoenix within 72 hours of that decision. Letters may be submitted by hardcopy or email.
 11. A complainant dissatisfied with The Valley of the Sun YMCA decision may file a complaint with the City of Phoenix Public Transit Department (COP): Attention: Title VI Coordinator, 302 N 1st Avenue, Suite 900, Phoenix, AZ 85003 or the Federal Transit Administration (FTA) office of Civil Rights: FTA: Attention Title VI Program Coordinator, East Building, 5th floor TCR, 1200 New Jersey Ave., SE Washington, DC 20590.
 12. A copy of these procedures can be found online at: www.valleymca.org
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Procedimientos de Quejas Bajo el Título VI

Estos procedimientos proporcionan orientación para todas las quejas presentadas bajo el Título VI del Decreto de los Derechos Civiles de 1964, en lo que se refieren a cualquier programa o actividad que sea administrado por la Valley of the Sun YMCA, incluyendo a los asesores, contratistas y proveedores. Por ley, se prohíbe la intimidación o las represalias como resultado de una queja. Además de estos procedimientos, los reclamantes se reservan el derecho de presentar una queja formal ante otras agencias estatales o federales o de solicitar asesoría privada para quejas alegando discriminación. Se hará todo lo posible para resolver las quejas al nivel más bajo posible.

1. Cualquier persona que crea que ha sido discriminada por motivos de raza, color, u origen nacional puede presentar una queja bajo el Título VI completando y presentando la Forma de Quejas del Título VI de la agencia.
2. Las quejas formales se deben presentar dentro de 180 días de calendario de la última fecha del supuesto acto de discriminación o de la fecha en la que el/los reclamante/s se haya/n enterado de la supuesta discriminación, o cuando haya habido un curso de conducta continuo, la fecha en la que la conducta haya sido suspendida o la última ocasión en la cual ocurrió la conducta.
3. Las quejas se deben hacer por escrito y deben ser firmadas por el/los reclamante/s y deben incluir el nombre, el domicilio y el número de teléfono del/los reclamante/s. Si es necesario, la persona de contacto del Título VI ayudará al/la reclamante a documentar las cuestiones.
4. Las alegaciones recibidas por fax o por correo electrónico serán admitidas y procesadas, una vez que se haya establecido la identidad del/la reclamante y la intención de proceder con la/s queja/a. Para ello, se requiere que el/la reclamante envíe por correo postal una copia original firmada del fax o de la transmisión de la nota electrónica para que la queja sea procesada.
5. Las alegaciones recibidas por teléfono se reducirán a un formato por escrito y se les proveerán al/la reclamante para su confirmación o revisión antes de su procesamiento. Se remitirá una forma de la queja al/la reclamante para que la complete, la firme y la devuelva para su procesamiento.
6. Una vez presentada, la Valley of the Sun YMCA revisará la forma de la queja para determinar la jurisdicción. Todas las quejas recibirán una carta de reconocimiento informándole si la queja será investigada por la Valley of the Sun YMCA o presentada a la autoridad estatal o federal para recibir su orientación.
7. La Valley of the Sun YMCA le notificará al Coordinador del Título VI sobre

todas las quejas del Título VI dentro de 72 horas por teléfono llamando al: 602-262-7242; por correo electrónico escribiendo a: phxtransiteo@phoenix.gov

8. La Valley of the Sun YMCA tiene 60 días para investigar la queja. Si se necesita más información para resolver el caso, la Autoridad puede ponerse en contacto con el/la reclamante. El/la reclamante tiene 60 días hábiles a partir de la fecha de la carta para enviar la información solicitada al investigador asignado al caso. Si el investigador no es contactado por el/la reclamante o no recibe la información adicional dentro de los 30 días hábiles, la Autoridad puede cerrar el caso administrativamente. Un caso también se puede cerrar administrativamente si el/la reclamante ya no desea seguir adelante con su caso.
9. Después de que el investigador revise la queja, emitirá una de dos cartas al/la reclamante: una carta de cierre o una carta de hallazgo "Letter of Finding" (LOF). Una carta de cierre resume los alegatos y afirma que no hubo una infracción con respecto al Título VI y que el caso se cerrará. Una carta LOF resume las alegaciones y las entrevistas con respecto al supuesto incidente, y explica si se llevará a cabo alguna acción disciplinaria, capacitación adicional del/la miembro del personal u otra acción. Si el/la reclamante desea apelar a la decisión, tiene 30 días después de la fecha de la carta o de la LOF para hacerlo.
10. Un/a reclamante insatisfecho/a con la decisión de la Valley of the Sun YMCA puede presentar una queja directamente con el Departamento de Transporte Público de la Ciudad de Phoenix: City of Phoenix Public Transit Department (COP), Attention: Title VI Coordinator, 302 N. 1st Ave., Suite 900, Phoenix, AZ 85003, ó con las oficinas de Derechos Civiles de la Administración Federal de Transporte: Federal Transit Administration (FTA), Offices of Civil Rights, Attention Title VI Program Coordinator, East Building, 5th Floor-TCR 1200 New Jersey Ave., SE Washington DC 20590
11. Una copia de estos procedimientos se puede encontrar en línea en: www.valleymca.org

Title VI Complaint Form

Section I:		
Name:		
Address:		
Telephone (Home):		Telephone (Work):
Electronic Mail Address:		
Accessible Format Requirements?	<input type="checkbox"/> Large Print	<input type="checkbox"/> Audio Tape
	<input type="checkbox"/> TDD	<input type="checkbox"/> Other
Section II:		
Are you filing this complaint on your own behalf?	<input type="checkbox"/> Yes*	<input type="checkbox"/> No
<i>*If you answered "yes" to this question, go to Section III.</i>		
If not, please supply the name and relationship of the person for whom		
Please explain why you have filed for a third party:		
Please confirm that you have obtained the permission of the aggrieved party if you are	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Section III:		
I believe the discrimination I experienced was based on (check all that apply):		
<input type="checkbox"/> Race <input type="checkbox"/> Color <input type="checkbox"/> National Origin		
Date of Alleged Discrimination (Month, Day, Year): _____		
Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of the person(s) who discriminated against you (if known) as well as names and contact information of any witnesses. If more space is needed, please use the back of this form.		
_____ _____ _____		
Section VI:		
Have you previously filed a Title VI complaint with this agency?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

If yes, please provide any reference information regarding your previous complaint.

Section V:

Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court?

- Yes No

If yes, check all that apply:

- Federal Agency: _____
- Federal Court: _____ State Agency: _____
- State Court : _____ Local Agency: _____

Please provide information about a contact person at the agency/court where the complaint was filed.

Name:

Title:

Agency:

Address:

Telephone:

Section VI:

Name of agency complaint is against:

Name of person complaint is against:

Title:

Location:

Telephone Number (if available):

You may attach any written materials or other information that you think is relevant to your complaint. Your signature and date are required below

Signature

Date

Please submit this form in person at the address below, or mail this form to:
Valley of the Sun YMCA
Jackie Gizzi, Vice President Human Resources & Risk Management
350 N First Avenue
Phoenix, AZ 85003
A copy of this form can be found online at www.valleymca.org

Valley of the Sun YMCA Title VI Complaint Form

Nota: La siguiente información se necesita para procesar su queja.

Sección I: Información de la persona que está poniendo la queja:		
Nombre:		
Dirección/Ciudad/Estado/Código Postal:		
Teléfono (Casa):	Teléfono (Trabajo):	
Dirección de correo electrónico:		
Accessible Format Requirements?	<input type="checkbox"/> Letra grande	<input type="checkbox"/> Cinta de audio
<input type="checkbox"/> TDD	<input type="checkbox"/> Otro	
Sección II: Persona A La Que Se Discriminó (alguien que no sea la persona que está poniendo la queja)		
Nombre:		
Dirección/Ciudad/Estado/Código Postal:		
Teléfono (Casa):	Teléfono (Trabajo):	
Dirección de correo electrónico:		
Sección III:		
¿Cuál de las siguientes razones describe por lo que usted siente que se le discriminó?		
<input type="checkbox"/> Raza/Color (Especifique) <input type="checkbox"/> Nacionalidad (Especifique) <input type="checkbox"/> Sexo (Especifique)		
<input type="checkbox"/> Edad (Especifique)		
¿En qué fecha(s) sucedió la discriminación?		
Describa la presunta discriminación. Explique qué sucedió y quién cree usted que fue responsable (si necesita más espacio, agregue otra hoja).		
Escriba una lista con los nombres de las personas que puedan tener conocimiento de la presunta discriminación y cómo contactarlas.		
Sección IV:		

¿Ha presentado anteriormente una queja de Título VI con esta agencia?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
En caso afirmativo, proporcione cualquier información de referencia sobre su queja anterior.		
Sección V:		
¿Ha presentado esta queja con otra agencia federal, estatal o local, o con cualquier corte federal o estatal? Marque todas las que apliquen. <input type="checkbox"/> Si <input type="checkbox"/> No Si es así, marque todo lo que corresponda: <input type="checkbox"/> Agencia Federal Corte <input type="checkbox"/> Estatal Corte Federal: <input type="checkbox"/> State Agency: <input type="checkbox"/> Agencia Estatal: <input type="checkbox"/> Agencia Local:		
Sección VI: Por favor proporcione información de la persona a la que presentó su queja en la agencia/corte.		
Nombre:		
Title:		
Agency:		
Dirección/Ciudad/Estado/Código Postal:		
Teléfono(Casa):		Teléfono (Trabajo):
Por favor firme abajo. Puede anexar cualquier material escrito u otra información que usted crea que es relevante sobre su queja.		
Firma de la Persona que presenta la queja		
Fecha		

Someta la forma y cualquier información adicional a:

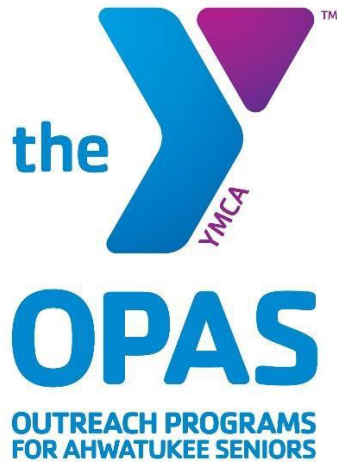
Valley of the Sun YMCA
Jackie Gizzi, Vice President Human Resources & Organizational Risk
350 N First Avenue
Phoenix, AZ 85003

Title VI Investigations, Complaints, and Lawsuits

This form will be submitted annually. If no investigations, lawsuits, or complaints were filed, a blank form will be submitted.

Description /Name	Date (Month, Day, Year)	Summary (include basis of complaint: race, color, national	Status	Action(s) Taken (Final findings?)
Investigations				
1)				
2)				
Lawsuits				
1)				
2)				
Complaints				
1)				
2)				

Public Participation Plan



Public Participation Plan



An Outreach of the Ahwatukee Foothills Family YMCA

YOPAS is an outreach of The Valley of the Sun YMCA's Ahwatukee Foothills Family YMCA. YOPAS provides transportation, shopping and errands, friendly connections such as phone calls and in-person visits, household assistance, social events and care plans as needed for those recently discharged from a hospital. Our services are provided to seniors using volunteers. The program has 200 volunteers and 400 clients or customers. The public is engaged in its planning and decision-making processes, as well as its marketing and outreach activities. The public will be invited to participate in the process whether through public meetings or surveys. As an agency receiving federal financial assistance, YOPAS will make the following community outreach efforts:

YOPAS has made presentations and/or provided information to the public via:

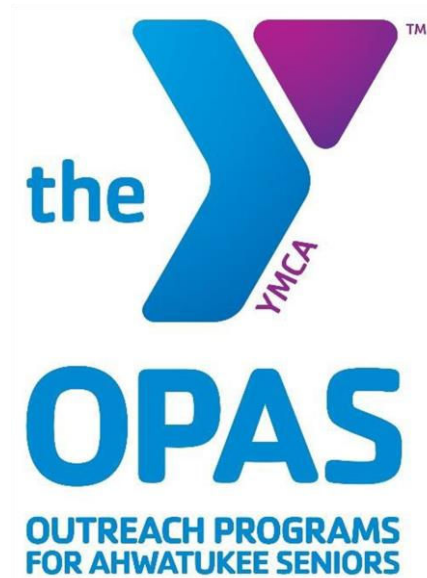
- The Ahwatukee Foothills Family YMCA including senior appreciation week, educational opportunities, and ongoing promotion of the program.
- Kiwanis Club
- Ahwatukee Recreation Center
- Ahwatukee Board of Management
- The Network of Volunteer Nonprofits Serving Seniors
- Local churches
- The Pecos Senior Center
- The Senior Advocacy Group of Ahwatukee (regular meetings and at the annual senior symposium)
- Veterans at the American Legion
- The Ahwatukee Boys Team Charity
- Festival of Lights event

Additionally, YOPAS uses the local Ahwatukee Foothills News to promote programs and invite the public to participate and provide input. As an outreach of the YMCA, all programs provided are available on the website and through social media (Facebook, Instagram and Twitter). Clients and volunteers are surveyed a minimum of every two years for input on services as well. Lastly, a quarterly newsletter is published for clients and associates of YOPAS and a monthly electronic newsletter for volunteers – both are made available at the YMCA.

- (1) Public meetings are scheduled to increase the opportunity for attendance by stakeholders and the general public. This may require scheduling meetings during non-traditional business hours, holding more than one meeting at different times of the day or on different days, and checking other community activities to avoid conflicts.
- (2) When a public meeting or public hearing is focused on a planning study or program related to a specific geographic area or jurisdiction within the region, the meeting or hearing is held within that geographic area or jurisdiction.
- (3) Public meetings are held in locations accessible to people with disabilities and are located near a transit route when possible.

YOPAS has submitted to the Maricopa Association of Governors 5310 New Freedom Grant. Part of the annual application is a public notice, which includes a 30-day public comment period. YOPAS will comply with all required notices and reporting.

Limited English Proficiency Plan



Limited English Proficiency Plan

YOPAS has developed the following Limited English Proficiency Plan (LEP) to help identify reasonable steps to provide language assistance for LEP persons seeking meaningful access to YOPAS services as required by Executive Order 13166. A Limited English Proficiency person is one who does not speak English as their primary language and who has a limited ability to read, speak, write, or understand English.

This plan details procedures on how to identify a person who may need language assistance, the ways in which assistance may be provided, training to staff, notification to LEP persons that assistance is available, and information for future plan updates. In developing the plan while determining the YOPAS's extent of obligation to provide LEP services, the YOPAS undertook a U.S. Department of Transportation four-factor LEP analysis which considers the following:

- 1) The number or proportion of LEP persons eligible in the YOPAS service area who may be served or likely to encounter by YOPAS program, activities, or services;
- 2) The frequency with which LEP individuals come in contact with an YOPAS services;
- 3) The nature and importance of the program, activities or services provided by the YOPAS to the LEP population; and
- 4) The resources available to YOPAS and overall costs to provide LEP assistance. A brief description of these considerations is provided in the following section.

A statement in Spanish will be included in all public outreach notices. Every effort will be made to provide vital information to LEP individuals in the language requested. Please see the chart below.

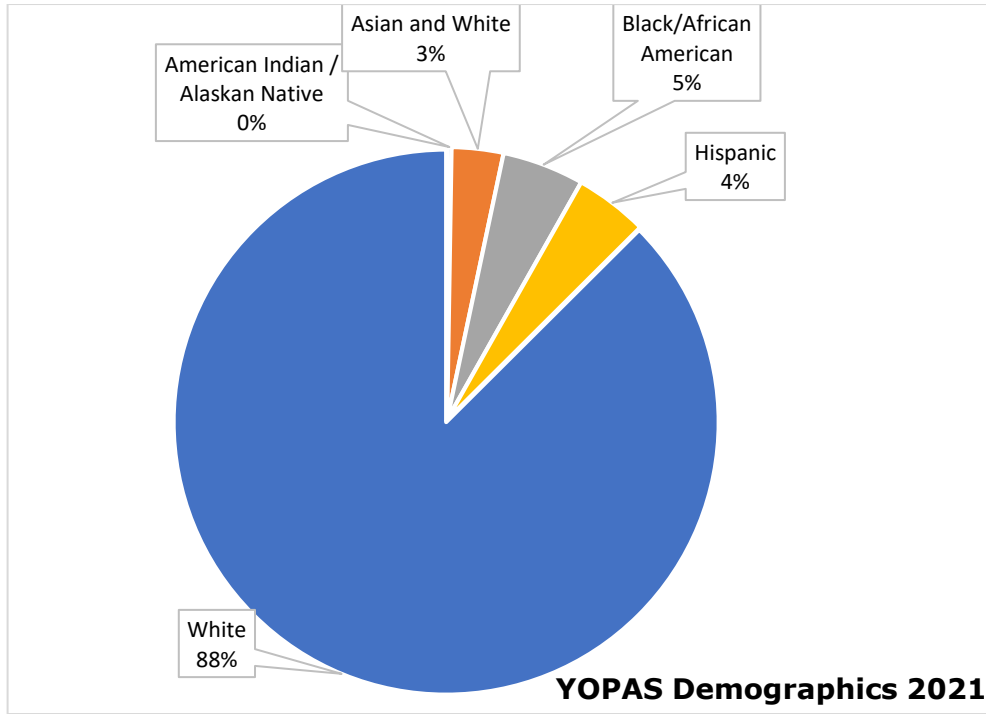
Safe Harbor Provision

YOPAS complies with the Safe Harbor Provision, as evidenced by the number of documents available in the Spanish language. With respect to Title VI information, the following shall be made available in Spanish:

- (1) Title VI Notice
- (2) Complaint Procedures
- (3) Complaint Form

In addition, we will conduct our marketing (including using translated materials) in a manner that reaches each LEP group. Vital Documents include the following:

- (1) Notices of free language assistance for persons with LEP
- (2) Notice of Non-Discrimination and Reasonable Accommodation
- (3) Outreach Materials
- (4) Bus Schedules
- (5) Route Changes
- (6) Public Hearings



YOPAS demographics as taken from our RideScheduler database indicate the majority of our clients are English speaking.

Non-elected Committees Membership Table

A sub recipient who selects the membership of transit-related, non-elected planning boards, advisory councils, or committees must provide a table depicting the membership of those organizations broken down by race. Sub recipients also must include a description of the efforts made to encourage participation of minorities on these boards, councils, and committees.

Table Depicting Membership of Committees, Councils, Broken Down by Race

Body	Caucasian	Latino	African American	Asian American	Native American
YOPAS Population	88%	4%	5%	3%	
Metro board	84%	4%	8%	4%	
Ahwatukee YMCA Board	100%				

Volunteer development is an ongoing process. We work diligently for our Boards and Committees to reflect the demographics of our communities.

Title VI Equity Analysis

Board Approval for the Title VI Program



Valley of the Sun YMCA
Metro Board of Directors Annual Meeting
Wednesday, October 27, 2021
2:00 PM – 4:00 PM
MINUTES

**FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

Members Present:	Brad Albert, Eric Bailey, Danny Calihan, Andres Contreras, Stephen Garner, Ellen Hedlund, Jenny Holsman Tetreault, Barbara Kennedy, Mike King, Aaron Lemke, Mike McDaniel, Jim Pitman, Bob Rice, Humphrey Shin, Joyce Stuart, Amy Thurston, Juli West
Members Not Present:	Ryan Abbott, John Graham, Don Isaacson
Associate Directors:	Nicole Kaiser, Nick Litwiller, Julie Reid, Vicki Sandler, Joel Sannes, Lauryn Schumann
Guests Present:	Denise Berceli, YMCA Consultant
Staff Present:	Lee Baker, Jenna Cooper, Libby Corral, Beth Haugen, Ryan Knak, Bryan Madden, Becca Varney, Susan Waschler
Total Present:	32 (17 members, 6 associate directors, 1 guest, 8 staff)

PART 1: ANNUAL MEETING

CALL TO ORDER – BOB RICE

The Annual Meeting of the Metro Board of Directors for the Valley of the Sun YMCA was called to order by Bob Rice at 2:07 p.m. on Wednesday, October 27, 2021. It was determined that a quorum was present and the meeting could conduct business.

WELCOME – BOB RICE AND DENISE BERCELI

Bob Rice and Denise Berceli led an introduction of new Associate/Youth directors and current board members.

- Youth Directors – Ellen Hedlund introduced Nicole Kaiser, current Youth Governor. Nicole Kaiser gave a brief welcome to the incoming Youth Directors, Lauryn Schumann and Jaden-Marie George (not in attendance). Lauryn Schumann, who will serve on the metro board for one year, is a senior at Moon Valley High School and participates in Youth & Government and has volunteered at the Y in youth sports. Jaden-Marie George, who will serve on the metro board for two years, is a junior at Basha High School and participates in Youth & Government.
- Associate Directors – the Associate Directors for the class of 2022 are Nick Litwiller, Scottsdale YMCA board, Julie Reid, Chandler YMCA board and Joel Sannes, East Valley YMCA board.
- Board members and staff introduced themselves to the group.

MISSION MOMENT

The mission moment was a video highlighting 2021 programs and community impact work.

METRO BOARD VOTING – BOB RICE

Bob Rice presented the items on the slate for voting. Key items discussed included:

- Class of 2024
 - Ryan Abbott, Danny Calihan, John Graham, Ellen Hedlund and Bob Rice to reinstate their Metro Board commitment for 3 years (class of 2024).
 - Eric Bailey, class of 2021 Associate Director, to join the Metro Board for 3 years (class of 2024).
- 2021 Metro Board Officers
 - Bob Rice, Chair
 - Jim Pitman, Vice Chair
 - Ellen Hedlund, Secretary
 - Mike McDaniel, Treasurer



Valley of the Sun YMCA
Metro Board of Directors Annual Meeting
Wednesday, October 27, 2021
2:00 PM – 4:00 PM
MINUTES

**FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

- 2022 Board Meeting Dates Approval
 - January 26, 2022, 4:00 p.m. 1.5 hour virtual
 - February 23, 2022, 3:00 p.m. 1.75 hour in person Annual kick off
 - April 27, 2022, 4:00 p.m. 1 hour virtual
 - July 27, 2022, 3:00 p.m. 1 hour virtual
 - October 26, 2022, 2:00 p.m. 2-3 hour in person Annual Meeting
 - December 14, 2022, 4:00 p.m. 2 hour in person Holiday Social
- 2022 Valley-Wide Annual Campaign Approval
 - \$1.5M Goal

ACTION:

The Executive Committee motioned to approve the re-election of Ryan Abbott, Danny Calihan, John Graham, Ellen Hedlund and Bob Rice for class of 2024, Eric Bailey for the appointment to the Metro Board of Directors class of 2024, the Metro Board meeting dates for 2022, and the 2022 Valley-wide Campaign goal as presented. Second by Bob Rice. Unanimously approved.

SPECIAL THANK YOU – ELLEN HEDLUND AND BRYAN MADDEN

Ellen Hedlund and Bryan Madden presented a special thank you. Key items discussed included:

- Vicki Sandler – Ellen Hedlund thanked Ms. Sandler for her work on the Metro Board as an Associate Director for the class of 2021. Ms. Sandler will continue her work on the Ahwatukee board and would like to continue to serve on committees as needed.
- Nicole Kaiser – Ellen Hedlund honored Miss Kaiser as the first Youth Board member for 2020-2021 and current Governor of the Arizona Youth & Government program. Miss Kaiser was awarded a \$1,000 scholarship.
- Brad Albert – joined the Metro Board in 2013 and served as chairman of the board in 2019. He helped the Y navigate through complex issues and has been instrumental in today's success. Brad Albert will step down from the board, but will continue to support as he is able.
- Amy Thurston – Bryan Madden thanked Mrs. Thurston for her many years serving on the VOS YMCA Metro Board. She joined the board in 1993 and has been a highly influential and successful fundraiser and a major part of the team that led the Y out of near bankruptcy. Mrs. Thurston is stepping down from the board but will continue to serve in other capacities.

ADJOURN – BOB RICE

There being no further business, upon motion made and carried, the Annual Meeting was adjourned at 2:50 p.m.

PART 2: REGULAR MEETING

CALL TO ORDER – BOB RICE

A regular meeting of the Metro Board of Directors for the Valley of the Sun YMCA was called to order by Bob Rice at 2:59 p.m. on Wednesday, October 27, 2021.



Valley of the Sun YMCA
Metro Board of Directors Annual Meeting
Wednesday, October 27, 2021
2:00 PM – 4:00 PM
MINUTES

**FOR YOUTH DEVELOPMENT®
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FOR SOCIAL RESPONSIBILITY**

REVIEW AND APPROVAL OF MEETING MINUTES – BOB RICE

Bob Rice requested review and approval of the meeting minutes from the July 28, 2021 Metro Board of Directors meeting.

ACTION:

Mike McDaniel moved to approve the minutes of the July 28, 2021 Metro Board of Directors meeting as presented. Second by Danny Calihan. Unanimously approved.

2021 COMMITTEE ACHIEVEMENTS – BOB RICE

Bob Rice spotlighted and thanked 2021 committee's achievements and chairs. Key items discussed included:

- Audit, Aaron Lemke; Endowment, Mike King; Finance, Mike McDaniel; Financial Development, John Graham; Governance, Ellen Hedlund; Property, Brad Albert.
- Bob Rice gave a special thank you to Vice Chair, Jim Pitman.

TITLE VI POLICY – BOB RICE

Bob Rice reviewed the Title VI Policy which requires board approval every three years.

- This policy is a requirement of accepting the Maricopa Association of Government Section 5310 Transportation Grant for the Y Outreach Program for Ahwatukee Seniors (YOPAS), which the Y has been awarded for the past 3 years. This policy is used **only** for the YOPAS program.
- The Valley of the Sun YMCA policy assures full compliance with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities.
- Title VI states that "no person shall on the grounds of race, color, or national origin be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination" under any of the Valley of the Sun YMCA sponsored program or activity.
- This policy requires Valley of the Sun YMCA to:
 - Post the entire document, outlining complaint procedures and complaint forms on the VOS Y website, both in English and Spanish. The 2019-2021 approved version of the policy is currently posted.
 - Publicly disclose any Title VI complaints made, lawsuits pending, or judgements related to the Title VI policy on an annual basis. To date, VOS Y has reported no complaints, lawsuits, or judgements.
 - Hold public meetings regarding any substantive service changes for the YOPAS program, in which the meetings are held for those with a disability to have access, and there is a 30-day comment period after the meeting. Any meetings are held by the YOPAS program staff.
 - If requested, provide access to services for persons with limited English proficiency.

ACTION:

Jim Pitman moved to approve the Title VI policy as presented. Second by Mike King. Unanimously approved.



FUTURE DISCUSSION: PROJECT 2025 – DENISE BERCELI/BRYAN MADDEN

Denise Berceli and Bryan Madden led a discussion on Project 2025. Key items discussed included:

- Project 2025 is a plan to stabilize our Y for the future and create a path toward permanent financial stability and operational resilience. The plan identifies areas where we would like to be by the end of 2025 and how we distribute funds to have the best impact.
 - Inspire – award \$10M financial assistance/scholarships; distribute \$500K endowment earnings to support programs
 - Endure – eliminate short-term debt; reduce long-term debt to \$9.2M; lower interest on long-term debt; build endowment to \$6M
 - Evolve – grow operating net to \$2M annually; invest \$5.5M in capital projects; create reserve funds operating \$1.5M, maintenance \$1.25M, equipment \$1M
- Table groups discussed and reported on the following questions:
 - Are these the right areas to creating a path to permanent financial sustainability and operational resilience?
 - Is there anything that should be considered, addressed, or identified as an opportunity or obstacle to achieving Project 2025?
 - Should anything be modified? If so, what and why?

[Redacted content]

2022 COMMITTEES – DENISE BERCELI

Denise Berceli reviewed committees for 2022. Key items discussed included:

- 2022 committees and chairs: Audit, Andres Contreras; Endowment Oversight, Mike King; Executive, Bob Rice; Finance, Mike McDaniel; Financial Development, John Graham, Governance, Ellen Hedlund; Human Resources/Leadership Development, Barbara Kennedy; Property Task Force, Bob Rice
- Denise Berceli asked members to indicate their top three committee interests for 2022.

BOARD PRESENTATION – ERIC BAILEY

Eric Bailey spoke about an upcoming presentation he will give to board and staff. Key items discussed included:

- As part of his new board member project, Eric Bailey will offer a presentation to the YMCA Metro Board and staff.
- “Wholly Shift: Completely Changing the Conversation on Bias and Diversity Using Brain Science” will be presented on Wednesday, November 3rd from 10:00 to 11:30 a.m. via Zoom.



Valley of the Sun YMCA
Metro Board of Directors Annual Meeting
Wednesday, October 27, 2021
2:00 PM – 4:00 PM
MINUTES

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ACTION:
Mike McDaniel moved to leave Executive Session at 4:20 p.m. Second by Humphrey Shin. Unanimously approved.

ADJOURN – BOB RICE
There being no further business, upon motion made and carried, the Executive Session and Annual Meeting was adjourned at 4:20 p.m.

Respectfully submitted,

Ellen Hedlund, Secretary