Arizona AHEC Program Advisory Commission Meeting
University of Arizona
May 28, 2020
12:00 – 1:00pm
Zoom – Remote Attendance
Agenda

1 Welcome and Introductions

2 Review and Approval of meeting minutes
   a. February 27, 2020
   b. November 21, 2019
   c. August 27, 2019

3 Director’s Updates
   a) Tribal AHEC Activities
   b) Supplemental Federal Funding/COVID-19
   c) Interprofessional RHPP Conference
   d) Federal Reporting
   e) Financial Report

4 Regional Center presentations/updates

5 Other business or information items (All)

6 Adjourn

Meeting packet contents:

1. Agenda
2. Minutes of February 27, 2020 meeting
3. Minutes of November 21, 2019 meeting
4. Minutes of August 27, 2019 meeting
5. Quarterly Financial Summary and Report
6. Commission roster
7. Center Directory
8. AHEC Program Office Directory
### Agenda:

**AGENDA ITEM** | **ANNOUNCEMENT/DISCUSSION** | **REPORTED BY:**
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Called to order 12:00 | Welcome & Introductions; no quorum present | Amanda Perkins

**Financial Report:**

The Year to Date Financial Report for Quarter 2 ending December 31, 2019 was reviewed. Expenses: 50% payments to Regional Centers; 33% Program Initiatives; 17% Program Office Admin and Operations.

**Director's Update**

Dr. Derksen welcomed Ed Paul, MD, the Residency Program Director with North Country Healthcare as an AzAHEC Advisory Commissioner.

The FY 2021 AzAHEC Program Office goal is to distribute 75% of federal and state revenues to Regional Centers each fiscal year.

HRSA’s federal AHEC funding requires comprehensive data reporting each July. HRSA also requires data reporting throughout the year from Regional Centers to the AzAHEC Program Office. In Quarter 2, three reports were submitted to HRSA on the progress of the AHEC Scholar initiatives (95 students), the supplement funding and MAT training initiatives (60 continuing education health professionals), and Regional Center quarterly narrative updates.

The Interprofessional Rural Health Professions Conference is April 2-4, 2020 at the Health Services Innovation Building (HSIB) at UArizona Tucson campus, with satellite conferencing available in COM-P. 200 are registered, with 24 pipeline (9-12) students joining this year.

Spring AHEC Scholars immersions will all be completed, with the final event being EAHEC’s March 7th event in Payson, AZ.

The Tribal AHEC bill (HB 2296) which would create a sixth AHEC “to focus on the Indian health care delivery stem” passed two House Committees unanimously, and goes to the House floor for vote, before it moves on to Senate committees. There is no fiscal note attached. The AzAHEC Program Office has Agnes Attakai and Leila Barraza working with stakeholders and obtaining formal tribal consultation over the coming months in preparation.

Primary Care Scholarships were awarded to 21 COM-T and 9 COM-P medical students. In exchange for covering the costs of tuition, these students agree to work in an Arizona health profession shortage area (HPSA) after finishing residency.

Nancy Rowe, Associate Director Public Policy & Outreach, Arizona Telemedicine Program is convening a group - Broadband Action Team (BAT) - to expand rural broadband to the 50% of AZ that needs it.

**Regional Center Presentations**

CAAHEC – Accredited to award CEs and CMEs. Continuing to develop website. Will use supplemental funding for MAT/ECHO 2.0 Training; additional details to come.

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**Date:** February 27, 2020  
**Time:** 12:00-12:59pm  
**Place:** AHEC  
**Commissioners:** Remote: Ron Weinstein, Ed Paul, Pam Lusk, Carrie Langley, Laura Dorrell  
**Others:** Present: Colleen Reed, Jennifer Zuniga, Amanda Perkins, Leila Barraza, Sonia Cota-Robles; Nicole Paredes  
Remote: Anita Cleere, Amanda Aguirre, Sean Clendaniel, Jeri Byrne  
**Chaired by:** Dan Derksen
| **EAHEC** – Longitudinal Academic Student Strategies Conference (LASSO) is March 7 in Payson; everyone encouraged to participate. AHEC Scholar Immersion will take place at the conference. |
| **NAHEC** – AHEC Scholars Immersion was a success. Continuing to develop ongoing continuing education opportunities and gearing up for Girls on the Run. Program will use supplemental funding for a one-day MAT waiver training in June in Showlow. |
| **WAHEC** – Working on Supplemental Funding Proposal for a program for kids with autism. |

| Jeri Byrne |
| Anita Cleere |
| Amanda Aguirre |

**Adjournment at 12:59pm**
**DATE:** November 21, 2019  
**TIME:** 12:00-12:56pm  
**PLACE:** AHEC  
**COMMISSIONERS:** Remote: Ron Weinstein, Agnes Attakai, Laura Dorrell, Chris Nunez  
**OTHERS:** Present: Colleen Reed, Jennifer Zuniga, Amanda Perkins; Remote: Marica Martinic, Gail Emrick, Sean Clendaniel, Brissa Garcia, Jeri Byrne, Leila Barraza, Ed Paul  
**CHAIRIED BY:** Dan Derksen

### AGENDA

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<th>AGENDA ITEM</th>
<th>ANNOUNCEMENT/DISCUSSION</th>
<th>ACTION/FOLLOW-UP</th>
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<tbody>
<tr>
<td>Called to order 12:00</td>
<td>Welcome &amp; Introductions; no quorum present</td>
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| Director’s Update | State Annual Report has been distributed and pdf version is available on our website.  
Met with tribal leaders to discuss 6th AHEC Center; we do not have legislature approval at this time. However, it would be beneficial to all to discuss using carry forward funds to fund a virtual Native American AHEC program. Dr. Weinstein suggests working with tribal nations to determine if they would like to move forward with this idea and if so how they would like to see it organized. Jeri Byrne would like to make sure the current Centers efforts are not duplicated, but instead open up a gateway to allow for further collaboration with the committee. The minutes from the tribal leaders meeting will be distributed with the commission meeting minutes.  
New scholarship program available to COM-T and COM-PHX students; hoping to fund 5-10 students; additional information should be coming out Friday.  
Students appreciate longitudinal studies in medical residencies. We need to create additional slots so that students stay within AZ instead of looking outside of our state. |  |
| Regional Center Presentations | CAAHEC – Office continuing to grow, finalized board; new programs are being developed with focus areas on: Post-Graduate Education, GME, community health centers, and preceptor development.  
EAHEC – Longitude Integrated Center launched; will be submitting supplemental funding proposal shortly.  
NAHEC – GME funding received, finishing up fall programs and planning for spring, continuing with hiring efforts for programs.  
SEAHEC – MOU with Mexican Consulate will allow internships for interprofessional students to provide health education on disease prevention and screenings. AHEC Scholar Spring Immersion plans are to offer a one day program with an additional day in February as a follow-up.  
WAHEC – AHEC Scholars working on participating a community event; working on submitting supplemental funding proposal. | Sean Clendaniel  
Jeri Byrne  
Gail Emrick  
Marica Martinic  
Brissa Garcia |
| Adjournment at 12:56pm |  |  |
**DATE:** August 27, 2019  
**TIME:** 12:00-1:00pm  
**PLACE:** AHEC  
**COMMISSIONERS:** Remote: Ron Weinstein, Amanda Klein, Pam Lusk, Agnes Attakai, Laura Dorrell, Marylyn McEwen  
**OTHERS:** Present: Colleen Reed, Jennifer Zuniga, Amanda Perkins  
Remote: Carlos Gonzales, Diane Nunez, Marica Martinic, Gail Emrick, Sean Clendaniel, Claudia Gonzales, Jennifer Peters, Elias Villareal  
**CHAIRLED BY:** Dan Derksen

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<td>Meeting was called to order at 12:00 p.m.</td>
<td>Welcome &amp; Introductions</td>
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<td>Quorum Present at 12:02 p.m.</td>
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<tr>
<td>Minutes:</td>
<td>Amanda Perkins provided a written summary of the Year to Date Financial Report for the quarter ending June 30, 2019.</td>
<td>Agnes Attakai motions to approve; all in favor</td>
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</table>
| Director’s Update | - Thank you for everyone’s hard work on the upcoming AHEC Scholars Immersion Experience.  
- We will be adding graphic visualizations to the State Report and reducing the lengthy text.  
- Thank you to those who participated in the Rural Health Conference we had over 218 attendees.  
- There will be an upcoming Rural Public Health Conference mini policy institute off-site from the capital building.  
- We have received our September 1st HRSA non-competing renewal.  
- Center contracts under review and are on target.  
- Reviewing bylaws and processes for appointment terms with the Office of General Counsel and asking for suggestions to strengthen our processes. Feedback is welcomed.  
- Working with ABOR to discuss AHEC plans and being good stewards of money invested into Program Office, Centers, and other programs.  
- Reported nearly 1,300 student and residents and 2,134 overall rotations on the HRSA report. This data will be included in the upcoming State Report as well. | Dan Derksen, M.D.  
Direct Line: (520) 626-3085  
dlderksen@email.arizona.edu |
| Regional Center Presentations | CAAHEC – Office continuing to grow, developing strategic plans, finalizing board selections, and formalizing partnerships. Interested in GMEs with centers and consortiums and CE accreditation. In final preparation stages for AHEC Scholars Immersion.  
EAHEC – no report available  
NAHEC – Launching Family Medicine Residency Program in 2020, applying for GME funding, hiring residency coordinator, data and evaluation coordinator, and in final preparation stages for AHEC Scholars Immersion. | Jennifer Zuniga |
SEAHEC - SEAHEC and Tohono O’odham Community College offered a two-week, college credit summer youth learning institute focusing on health careers and college preparedness this summer. Establishing a new residency placement in Willcox at the Walker Family Clinic precepting M.D. students. Received 2 small grants to build on opioid education; site visit with Washington Director of Environmental Justice on October 1. Also continuing final preparations for AHEC Scholars Immersion.

WAHEC – HOSA Clubs going strong and progress continues on the Medical Mall building. In final preparation stages for AHEC Scholars Immersion.

| Other Business or Informational Items (All) |  |
|--------------------------------------------|  |
| - Statewide Telemedicine/Telehealth Policy Conference will be held on September 19th at the Phoenix campus. Event is sold out with 150 participants expected. | Ron Weinstein |
| - The SW Telehealth Resource Center receives HRSA funding and is interested in activities you would like to share with them along the 4 corners borders. |  |
| - Amanda Klein will be presenting on the Social Determinants of Rural Health at the American Diabetes Associate Conference in November. Welcomes input on barriers to care and feedback you are seeing in your practice. | Jen Peters |
| - Please make sure to let your student activity coordinators know about the AZ Rural Health Conference dates (April 3 and 4, 2020) so that they can plan activities around these dates which will allow more participants. |  |
| - Gail Emrick received the Inspiring Award at the Rural Health Conference. Sean Clendaniel was recognized as the President of the Rural Health Association. |  |

Adjournment at 12:52pm
The quarterly financial report is organized into seven columns (from left to right):

- Column 1: Line item titles/names.
- Column 2: Prior year (FY 2019) actuals.
- Column 3: Current year (FY 2020) budget.
- Column 4: Current year (FY 2020) actuals YTD – Federal funding.
- Column 5: Current year (FY 2020) actuals YTD – State funding.
- Column 6: Current year (FY 2020) actuals YTD – Total (Federal and State funding combined).
- Column 7: Comparison of current year Total Budget figures and Total Actual figures.

Federal AHEC grant funding is disbursed on a reimbursement basis. The Sponsored Projects and Contracting Services office at the University monitors the expenses in the designated Model AHEC account in the University’s financial system, draws funds for unreimbursed expenses, receives the funds from the federal government, and applies them to the Model AHEC account. This process typically takes place 2-3 times per month.

The Arizona State Lottery distributes AHEC funds to ABOR. ABOR then disburses lottery funding to UA for deposit in the specific state AHEC account in the University’s financial system. Lottery funds are received by UA throughout each fiscal year or in a single payment at the end of the fiscal year, depending on the year.

Program Administration consists of the personnel costs of the AzAHEC program office and federal AHEC grant indirect costs charged at 8% of modified total direct costs. Program Operations includes the non-personnel operating costs of the AzAHEC program office.

Regional Center subcontract expenses are shown as actual amounts paid during the fiscal year, regardless of subcontract award year. The AHEC fiscal year runs from July 1 – June 30 while the AHEC regional Center subcontract year runs from September 1 – August 31. Each AHEC fiscal year includes the last two months of the prior year regional Center subcontracts (July 1 – August 31) and the first ten months of the current regional Center subcontracts (September 1 – June 30).

Program Initiatives includes AHEC supported initiatives other than the annual base subcontracts issued to each of the five regional AHEC centers. This includes the Rural Health Professions Program (RHPP), other supported projects, and expenditures that directly support the AHEC centers.

Total Revenue YTD is $5.42 million consisting of $392K for the federal AHEC grant and $5.03 million from the annual lottery allocation.

Total Expenses YTD are $4.13 million consisting of $675K in Program Administration, $38K in Program Operations, $1.87 million in Regional Center Subcontract payments, and $1.55 million in Program Initiatives.
ARIZONA AHEC PROGRAM
FY 2020: 7/1/2019 - 6/30/2020
YEAR TO DATE FINANCIAL REPORT
FOR Q3 ENDING March 30, 2020

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<th>FY 2019 (PRIOR YEAR)</th>
<th>FY 2020</th>
<th>VARIANCE</th>
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<tr>
<td><strong>REV ENUE</strong></td>
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<tr>
<td>Federal AHEC Grant and Supplement</td>
<td>522,424</td>
<td>515,000</td>
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<tr>
<td>Arizona State Lottery</td>
<td>4,937,867</td>
<td>4,700,000</td>
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<td><strong>TOTAL REV ENUE</strong></td>
<td>5,460,291</td>
<td>5,215,000</td>
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<th>FY 2019 (PRIOR YEAR)</th>
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<th>VARIANCE</th>
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<tr>
<td><strong>EXPENDITURES</strong></td>
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<tr>
<td>Program Administration</td>
<td>815,073</td>
<td>1,077,807</td>
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<td>Program Operations</td>
<td>88,479</td>
<td>74,628</td>
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<td>AHEC Regional Center Subcontracts:</td>
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<tr>
<td>EA HEC</td>
<td>545,063</td>
<td>612,000</td>
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<tr>
<td>GVAH E C</td>
<td>593,544</td>
<td>-</td>
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<tr>
<td>NA H E C</td>
<td>567,492</td>
<td>644,940</td>
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<tr>
<td>SEA H E C</td>
<td>671,369</td>
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<tr>
<td>WA H E C</td>
<td>630,395</td>
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<td><strong>Sub-Total Regional Center Subcontracts</strong></td>
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<td>3,092,940</td>
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<td>Program Initiatives:</td>
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<tr>
<td>FY20 (Current Fiscal Year) Support</td>
<td>41,001</td>
<td>41,001</td>
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<tr>
<td>AHEC Scholars Travel and Support</td>
<td>958</td>
<td>958</td>
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<tr>
<td>RHPP Support</td>
<td>808,532</td>
<td>808,532</td>
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<td>Medical Residency Support</td>
<td>249,525</td>
<td>249,525</td>
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<td>Arizona Workforce Database Development</td>
<td>390,108</td>
<td>390,108</td>
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<tr>
<td>UArizona-based Pipeline Programs</td>
<td>48,605</td>
<td>48,605</td>
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<tr>
<td>Tribal AHEC Planning and Support</td>
<td>4,937</td>
<td>4,937</td>
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<td><strong>Sub-Total FY20 Program Initiatives</strong></td>
<td>1,382,663</td>
<td>1,382,663</td>
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<td><strong>TOTAL EXPENDITURES</strong></td>
<td>5,294,078</td>
<td>10,171,194</td>
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<th>NET (REV ENUE) EXPENDITURES</th>
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<tr>
<td>FY 2019 (PRIOR YEAR)</td>
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<tr>
<td><strong>REV ENUE</strong></td>
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<tr>
<td><strong>EXPENDITURES</strong></td>
<td>6,043,630</td>
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<tr>
<td><strong>NET (REV ENUE) EXPENDITURES</strong></td>
<td>166,213</td>
<td>(4,956,194)</td>
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**Notes:**
1. Budget submitted to UArizona SVPHS acting on behalf of ABOR.
2. Federal AHEC funding has a grant year of Sep 1 - Aug 31. The AzAHEC program office is on the UA fiscal year of Jul 1 - June 30. Two months from the prior federal grant year fall at the beginning of the current AzAHEC fiscal year. The first 10 months of the current grant year overlap with current AzAHEC fiscal year. The FY20 HRSA core allocation is $515,000.
3. State Lottery funding is contingent on lottery performance from the prior fiscal year.
4. Subcontract period is Sep 1 - Aug 31. As such, 10 months of each subcontract fall into the current fiscal year and 2 months fall into the following fiscal year. The FY2020 budget shown represents the full Center contract for Sep 1, 2019 - Aug 31, 2020, inclusive of any supplemental funding awards signed as of March 30, 2020.
5. Regional Center Subcontract Expenses are based on actual invoices received and paid regardless of the expense contract year.
6. Program Initiatives are ongoing. Once a project has been awarded, the full amount of awarded monies are transferred out of the AHEC fund. Support external to the UA is issued via purchase order and paid via invoicing.
7. Includes any pending amount to be drawn from HRSA at report cut off date.
8. The GVAHEC contract ended June 30, 2019, so no funds were budgeted for FY 2020. As their operations wrapped-up, these AHEC resources were released and paid in FY 2020.
ARIZONA AHEC HEALTH EDUCATION CENTER SYSTEM
FY 2019-2020 ADVISORY COMMISSION MEMBERS

1. Amanda Klein
   Scientific Director, Critical Path Institute
   Email: amandashernoffklein@gmail.com
   3-yr term FY17-FY20

2. Rachel Behrendt
   Senior VP, Operations Hospice of the Valley
   Email: rbehrendt@hov.org
   3-yr term FY15-FY18; FY18-FY20

3. Ronald Weinstein
   Director AZ Telemedicine Program University of Arizona - COM
   1501 N. Campbell Avenue
   Email: ronaldw@telemedicine.arizona.edu
   3-yr term FY15-FY18; FY18-FY21

4. Agnes Attakai
   Director Health Disparities Outreach Prevention Education
   Email: agnesa@email.arizona.edu
   3-yr term FY17-20

5. Pamela Lusk
   DNP, Psychiatric & Mental Health Nurse Practitioner
   Email: plusk@email.arizona.edu
   3-yr term FY17-20

6. Kristina Diaz
   Residency Program Director, Yuma Regional Medical Center
   Email: kdiaz@yumaregional.org
   3-yr term FY17-20

7. Ed Paul
   Director, Family Medicine Residency Program, North Country Healthcare
   epaul@nchcaz.org
   3-yr term FY19-22
**EX-OFFICIO**

8. Laura Dorrell  
   Board President, EAHEC  
   Email: ldorrell@gilahealth.com  
   3-year term  
   Center Board Term: 11/11-10/18  
   Appointed President: December 2016

9. Carrie Langley  
   Board President, SEAHEC  
   Email: CLangley@cochise.az.gov  
   Center board term:  
   Appointed President: 2020

10. Christopher Nunez  
    Board Chair, WAHEC  
    Email: Christopher.j.nunez@usdoj.gov  
    Center Board term: 9/28/17-9/28/2020  
    Appointed Chair: February 2019

11. Denise Burley  
    Board President, NAHEC  
    Email: Denise.Burley@mohavecounty.us  
    Appointed President: 2020

12. Wendy Armendariz  
    Board President, CAAHEC  
    Appointed President: January 2020

13. Dan Derksen  
    Acting AHEC Director  
    dderksen@email.arizona.edu
ARIZONA AREA HEALTH EDUCATION CENTERS SYSTEM

Arizona AHEC Program Office
1834 E. Mabel Street
Tucson, AZ 85721-0425
(520) 626-0265
Fax: (520) 626-4037

Acting Program Director: Dan Derksen,
dderksen@email.arizona.edu
Associate Director: Jennifer Zuniga
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Contact: Colleen Reed, Program Coordinator, Senior
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colleen@email.arizona.edu

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Fax: (928) 402-9242

Executive Director: Jeri Byrne
jbyrne@cableone.net
Board President: Laura Dorrell
ldorrell@gilahealth.com
Contact: John Petty, Clinical Program Director
928-402-8054, Cell: 928-961-0334
johnpetty2@cableone.net

Central Arizona AHEC (CAAHEC)
700 E. Jefferson St. Ste 100
Phoenix, AZ 85034

Director: Sean Clendaniel,
seanc@aachc.org
Program Coordinator: Aya Al-Najjar,
ayaa@aachc.org, (602) 218-3919

Northern Arizona AHEC (NAHEC)
c/o North Country HealthCare
2920 North Fourth Street
Flagstaff, AZ 86004-1816
(Mailing) PO Box 3630, 86003
(928) 522-9860
Fax: (928) 526-1143

Center Director: Marica Martinic
mmartinic@northcountryhealthcare.org
Board President: Denise Burley
Denise.Burley@mohavecounty.us

Southeast Arizona AHEC (SEAHEC)
1171 West Target Range Road,
Nogales, AZ 85621-2415
(520) 287-4722
Fax: (520) 287-4349

Executive Director: Gail Emrick
gemrick@seahec.org
Board President: Marylyn McEwen
marylynn@email.arizona.edu
Contact: Erin Sol, Program Coord. for Student Training Opportunities
520-287-4722 ext.111
esol@seahec.org

Western Arizona AHEC (WAHEC)
214 West Main Street
Somerton, AZ 85350-0617
(Mailing) PO Box 617 Somerton,
85350
(928) 276-3414
Fax (928) 627-8315

Center Director: Amanda Aguirre;
Maria Jose Almazan
Board President: Christopher Nunez
christopher.j.nunez@usdoj.gov
Contact: Claudia Gonzalez, Program Coordinator
928-453-9596
<table>
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<tr>
<th>Name</th>
<th>Position</th>
<th>Phone</th>
<th>Email</th>
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<tbody>
<tr>
<td>Daniel Derksen, MD</td>
<td>Acting Director</td>
<td>626-0265</td>
<td><a href="mailto:dderksen@email.arizona.edu">dderksen@email.arizona.edu</a></td>
</tr>
<tr>
<td>Jennifer Zuniga</td>
<td>Associate Director</td>
<td>626-8966</td>
<td><a href="mailto:jzuniga@email.arizona.edu">jzuniga@email.arizona.edu</a></td>
</tr>
<tr>
<td>Colleen Reed</td>
<td>Program Coordinator, Sr.</td>
<td>626-3208</td>
<td><a href="mailto:colleen@email.arizona.edu">colleen@email.arizona.edu</a></td>
</tr>
<tr>
<td>Amanda Perkins</td>
<td>Assistant Finance Director</td>
<td>621-0959</td>
<td><a href="mailto:alperkin@email.arizona.edu">alperkin@email.arizona.edu</a></td>
</tr>
<tr>
<td>Edgardo Figueroa</td>
<td>Program Manager</td>
<td>626-4028</td>
<td><a href="mailto:edgardofigueroa@email.arizona.edu">edgardofigueroa@email.arizona.edu</a></td>
</tr>
<tr>
<td>Nicole Paredes</td>
<td>Program Manager</td>
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<td><a href="mailto:nparedes@email.arizona.edu">nparedes@email.arizona.edu</a></td>
</tr>
<tr>
<td>Sonia Cota-Robles</td>
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<td><a href="mailto:soniacotarobles@email.arizona.edu">soniacotarobles@email.arizona.edu</a></td>
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