



**CITY OF SCOTTSDALE
HUMAN SERVICES ADVISORY COMMISSION
Regular Meeting - Minutes
Thursday, August 11, 2022
Via Linda Senior Center - Room 5
10440 E. Via Linda
Scottsdale, AZ 85258**

PRESENT: Chair Neal Shearer, Vice Chair Tricia Serlin, Commission Members Jeff Jameson, Roger Lurie, Mary Jung, and Stuart Turgel

ABSENT: Commission Member Patrick Dodds

STAFF: Greg Bestgen, Director; Mary Witkofski, Community Development Supervisor; Chad Beougher, Housing Rehabilitation Specialist; Sue Oh, Human Services Homeless Outreach Coordinator; Rachel Smetana, Human Services Manager

Call to Order

Chair Shearer called the meeting to order at 5:00 p.m.

Roll Call

Members present as listed above.

Public Comment

There were no members of the public who wished to speak.

REGULAR MEETING AGENDA

1. Approval of Minutes

Approve the regular Meeting Minutes of May 26, 2022

COMMISSIONER LURIE MOVED TO APPROVE THE MAY 26, 2022 HUMAN SERVICES COMMISSION MEETING MINUTES. VICE-CHAIR SERLIN SECONDED THE MOTION, WHICH CARRIED SIX (6) TO ZERO (0) BY ROLL CALL VOTE. CHAIR SHEARER, VICE-CHAIR SERLIN, COMMISSIONERS JAMESON, LURIE, JUNG, AND TURGEL VOTED IN THE AFFIRMATIVE. THERE WERE NO DISSENTING VOTES.

2. Review Draft Calendar FY 22/23

Greg Bestgen, Human Services Director, led a discussion with the Commission on proposed topics for future meetings. He noted that Human Services Manager updates will be scheduled for each meeting and will include information that will help give Commissioners a good understanding of what each center does, their challenges, opportunities and priorities. Modifications will be made to the agenda as needed.

Mary Witkofski, Community Development Supervisor, said that the annual SHA meeting will be scheduled in April. She anticipates scheduling a few meetings to review changes to the administrative plan, specifically having to do with VASH vouchers, Foster Youth to Independence vouchers, and Family Self-Sufficiency. She noted that the Funding Scoring Submissions will be due on March 3, 2023. Funding proposal review meetings are scheduled for February 9, 2023 and February 23, 2023 at 1:00 p.m.

Commissioners were given an opportunity to ask questions. Commissioners expressed an interest in holding two meetings a month for the next few months so they can have an opportunity to discuss priorities and identify issues and would also like to schedule a strategic planning work session. Chair Shearer mentioned that he and Director Bestgen recently had a conversation about items that could be of interest to the Commission, including review of voter approved bond projects; an Open Meeting Law and ethics refresher; budgetary funding challenges; HUD voucher challenges; and affordable housing.

3. Bloomberg Harvard Presentation

Director Bestgen and Sue Oh, Human Services Center Supervisor, presented to the Commission on the Bloomberg Harvard Initiative. They talked about their recent experience with Cross-Boundary Collaboration on Homelessness. Collaborative efforts have been made through Bloomberg Harvard city initiative called the Collaboration Track, which helps cities strengthen their ability to harness talents resources and energy of diverse stakeholders working across sectors, jurisdictions, and agencies to solve complex problems. The presentation included an explanation of tools, including the Strategic Triangle, Problem Construction, Problem Deconstruction, a Public Value Proposition, and Scottsdale Homelessness Response Iteration. They outlined their 100-day plan, which has concluded with tonight's presentation to the Human Services Commission.

Commissioners were given an opportunity to ask questions. Discussion ensued about how to address the lack of community and political will in Scottsdale to address homelessness.

4. Human Services Funding Process Proposed Changes

Mary Witkofski, Community Development Supervisor, reviewed the 2023/24 Human Services proposed funding process changes. She mentioned that this fall, a one-time statement of need will be issued for an organization to address homeless in Scottsdale. The successful organization will be funded using COVID CDBG CD-3 funds in an estimated amount of \$370,000, for a period of up to two years.

Ms. Witkofski reviewed each of the following areas and proposed changes to the process:

1. Orientation - The orientation presentation will include review of contract changes; will address issues with applicants following proper application procedures; will explain the reduction of points that will result from certain omissions, such as late submission and using the incorrect format; will make clear the requirements on current contracts and the impacts on scoring for future award considerations; and will highlight funding priorities.
2. Funding Priorities – Ms. Witkofski noted that some agencies at the Community Assistance Office should be considered in the future budget cycle for General Funds because they will continue to be an ongoing need in the community. She explained that the top seven priorities identified through the 2020/2025 Consolidated Action Plan for Community Development Block Grant were developed through a community survey and public participation process. She outlined each of the funding areas and the anticipated FY 2023/24 funding for each.

CDBG Public Services has historically received approximately \$170,000 annually. HOME is expected to receive approximately \$366,000. Scottsdale Cares has historically had between \$150,000 and \$160,000. SRP-MIC funds have been confirmed to be \$125,000. General Funds will have a set aside of approximately \$50,000. Endowment Funds are approximately \$8,500.

Ms. Witkofski asked if the Commission would be interested in exploring the idea of the Community Services Office providing a basics of grant writing course to help non-profits become more successful with their applications. The department would also like to consider no longer funding applications under \$5,000, because they can be labor-intensive for both parties.

3. Scoring – The Community Assistance Office is implementing a new grant management software called Neighborly. This software will be used for application submittal and for Commissioner scoring. Human Services Staff will provide Commissioners with the blue sheet evaluations for each agency. She proposed that staff from each center participate in the blue sheet scoring process.
4. Presentations to Commission – This year's presentations will consist of video submissions and in-person question and answer opportunities.
5. Contracts – Scottsdale Cares, General Funds, and SRP-MIC process will be changed to reimbursement grants for services rendered and funds provided. Agencies will be informed of that change during orientation.

Commissioners were given an opportunity to ask questions and make comments. Discussion ensued regarding having Human Services managers offer presentations highlighting priorities for each center; including on the score sheet whether or not a proposal addresses a significant priority for the community; the scoring range; adding weighting to identified priorities; and quality of proposals. Chad Beougher, Housing Rehabilitation Specialist, said that the quality of proposals oftentimes reflects the quality of the organization's administrative process and how they correspond with city staff. For that reason, he suggested that proposals should be kept as part of the scoring. He said that staff have discussed the scoring range possibilities and feel the most advantageous way to score would be to change Commissioner scoring from a zero to three range to a zero to five range, and set staff scoring at a zero to five range.

Director Bestgen asked that any further thoughts be submitted directly to him. Further discussion will be agendized for the next scheduled meeting.

5. Identification of Future Agenda Items

Future meeting agenda items could include:

- Priority identification
- Discussion on how to raise awareness and educate City Council

6. Adjournment

COMMISSIONER LURIE MOVED TO ADJOURN THE MEETING. COMMISSIONER JUNG SECONDED THE MOTION, WHICH CARRIED SIX (6) TO ZERO (0). CHAIR SHEARER, VICE-CHAIR SERLIN, COMMISSIONERS JAMESON, LURIE, JUNG, AND TURGEL VOTED IN THE AFFIRMATIVE. THERE WERE NO DISSENTING VOTES.

With no further business to discuss, being duly moved and seconded, the meeting adjourned at 6:57 p.m.

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