



**CITY OF SCOTTSDALE  
HUMAN SERVICES ADVISORY COMMISSION**

Regular Meeting Minutes  
Thursday, January 26, 2023  
Community Design Studio Nave  
7506 E. Indian School Rd.  
Scottsdale, AZ 85251

**PRESENT:** Chair Neal Shearer, Vice Chair Tricia Serlin, Commission Members, Jeff Jameson (left at 6:48 p.m.), Roger Lurie, Patrick Dodds, Mary Jung, and Stuart Turgel

**STAFF:** Greg Bestgen, Director; Mary Witkofski, Interim Community Assistance Office Manager; Chad Beougher, Housing Rehabilitation Specialist; Human Services Center Supervisors Angela Bravo Gallagher and Mike Lopach; Human Services Managers Rachel Smetana and Eugenio Munoz-Villafane; Social Workers Cristina Lagunas, Elizabeth Heavenrich, and Christina Garcia

**Call to Order**

Chair Shearer called the meeting to order at 5:36 p.m.

**Roll Call**

Members present as listed above.

**Public Comment**

No members of the public wished to speak.

**REGULAR MEETING AGENDA**

**1. Approval of Minutes**

Approve the regular Meeting Minutes of December 8, 2022

COMMISSIONER JUNG MOVED TO APPROVE THE DECEMBER 8, 2022 HUMAN SERVICES ADVISORY COMMISSION MEETING MINUTES. COMMISSIONER LURIE SECONDED THE MOTION, WHICH CARRIED SEVEN (7) TO ZERO (0) BY ROLL CALL VOTE. CHAIR SHEARER, VICE-CHAIR SERLIN, AND BOARD MEMBERS DODDS, JAMESON, JUNG, LURIE, AND TURGEL VOTED IN THE AFFIRMATIVE. THERE WERE NO DISSENTING VOTES.

## **2. Five-Year Consolidated Plan Update**

Mary Witkofski, Interim Community Assistance Office Manager, presented information and updates in the Five-Year Consolidated Plan, which was adopted by City Council in 2020 and is valid through 2024. She noted that HUD fund recipients are required to develop a plan every five years to assess the needs of the community relating to providing decent housing, a suitable living environment, and economic opportunities for low-moderate income families and prioritize services to address those needs. Priority needs were identified as the following: Public services, housing repair and rehabilitation, housing development and reconstruction, priority infrastructure, public and community facilities, homelessness, administration. Scottsdale is part of the Maricopa County HOME Consortium and on average the City receives approximately \$345,000 in funds. Program administration cannot exceed 20 percent of the total annual allocation. Priority needs were identified through a survey and public input, resulting in the following outcomes:

- Housing Rehab Programs – Including Emergency repair program and green housing rehabilitation program. The programs have impacted a total of 65 homes since inception. Ms. Witkofski noted that the COVID pandemic impacted the number of people who could be served.
- Funding Programs - Include General Fund, Scottsdale Cares, Endowment Funds, CDBG, and SRPMIC funds.
- Public Facilities – Current projects include Paiute Park restroom remodel, Apache Park remodel, and Cox Heights road improvements.
- Landlord Engagement – Landlord initiative will continue to increase housing options for Housing Choice Voucher participants. A total of 31 affordable units have been added since program inception; 22 landlords received a signing bonus. Voucher holders have been assisted through the emergency security project coverage.
- Affordable Housing – Scottsdale Housing Agency manages housing choice vouchers, emergency housing vouchers, Foster Youth to Independence, and Veterans Affairs supportive housing vouchers. An application has been submitted to receive stability vouchers to assist those experiencing homelessness, at risk of homelessness, or fleeing domestic violence. Scottsdale has 735 housing choice vouchers, 525 of which are currently being utilized.
- Family Self-sufficiency program – Program designed to help housing choice voucher participants and residents of multi-family assisted housing increase earnings and build assets and financial capability. To date, since 2020, the program has assisted 68 individuals.
- Affordable Housing – Currently addressed in Scottsdale through Save the Family affordable rental movement and City of Scottsdale owned Bellevue I properties.

Ms. Witkofski reviewed possible amendments to the current consolidated action plan.

Commissioners were given an opportunity to ask questions. Chad Beougher, Housing Rehabilitation Specialist, explained that participants in the Housing Rehab program must adhere to green building requirements, including a home performance audit. Director Bestgen said that the City is working with Maricopa County to acquire funding to increase the availability of non-congregate shelter and possibly acquire an affordable housing complex. Commissioners

expressed an interest in participating in the process of acquiring affordable housing to whatever extent is possible.

**3. FY 2023/2024 CDBG, SRPMIC, Scottsdale Cares, Endowment Orientation: Funds, Funding Process and Proposal Review**

Mary Witkofski, Interim Community Assistance Office Manager, provided an overview of the proposals received for the FY 2023/24 funding process for Community Development Block Grant (CDBG), HOME, Scottsdale Cares, General Funds, and Endowment Funds and anticipated funding available. As part of the presentation, she reviewed new funding priorities. Human Services staff evaluations were due by December 16, 2022. Proposals were due electronically by November 4, 2022, and responses to the Human Services staff evaluations were due December 16, 2022. The video presentations will be presented on February 9th and February 23rd and will provide a high-level overview of their business, why they submitted the project, the activity they will provide, the number of unduplicated Scottsdale residents who will be served, and discuss partner agencies participating in the activity.

CDBG Public Services anticipated available funding is approximately \$197,487, with a set aside for mental health services of \$91,226. A total of 16 proposals were received before the set aside, totaling 868,241, resulting in a deficit of \$640,754.

Scottsdale Cares requests cannot exceed 15 percent of the total funding amount available, which is approximately \$150,000. Twenty-four proposals were received, totaling \$444,656, resulting in a deficit of \$294,656.

Endowment Funds anticipated available funding is approximately \$8,600. Two proposals were received, totaling \$9,000, resulting in a deficit of \$400.

A new notice of funding availability (NOFA) was released, which results in approximately \$200,000 of available funds for the Emergency Repair Program. An additional \$269,000 is available through the HOME Investment Partners Program for affordable housing. Community Assistance will present a virtual applicant orientation on January 18, 2023. The submission deadline is February 6, 2023 at 4:00 p.m. One agency will be selected to assist with the emergency repair program, in an effort to expend surplus funding resulting from the pandemic.

Chad Beougher, Housing Rehabilitation Specialist, provided training on utilizing the Neighborly program in correlation with the SharePoint website. All tools and information needed, including agency proposals, presentation videos, evaluation tools, guidelines, and previous fiscal year funding allocations can be found using these sources.

Commissioners asked clarifying questions during the presentation. Mr. Beougher said that videos will be stopped at the three-minute mark no matter how long they are and agency representatives will be available to answer questions.

**4. Vista del Camino Social Services Update**

Angela Bravo Gallagher, Human Services Supervisor, provided a historic overview and

update of recent events related to the Community Action Program (CAP) and other social services programs administered by Vista del Camino. Her presentation included an overview of the Community Action Program; Community Action goals and core principles; activities available at Vista Del Camino CAP, which include social services, career center, food bank, tax preparation services, and a day relief center. Social services that are available include full-time caseworkers, emergency rent and mortgage assistance, utility assistance, emergency repair and transportation, and resource information and referral services. Ms. Gallagher noted that traditionally CAP funding focuses on low-income families, but as a result of the pandemic, COVID-related funds have temporarily raised income guidelines, allowing middle and low-income families to benefit. In October 2022, significant changes were made to the LIHEAP program, centralizing it under the Department of Economic Security (DES), resulting in less funding available for distribution. The center now operates in a navigation capacity, connecting residents to DES for funding.

Ms. Gallagher said that leveraging other state and local funding sources will be crucial to continuing programing. She noted that Maricopa County is in the process of completing a five-year strategic plan including service improvements that will focus on prioritizing programs with individual CAP offices. February of 2023, the network is set to launch an Empowerment pathways program, offering ongoing case management, financial literacy, and family-centered coaching for households working toward self-sufficiency.

## **5. Human Services Budget**

The item was tabled.

## **6. Human Services Commission Annual Report**

Greg Bestgen, Human Services Director, presented the 2022 Human Services Advisory Commission Annual Report. He highlighted anticipated key issues, upcoming opportunities, challenges, and incomes.

Commissioners recommended additional items be added to the report as follows:

- Include note about the MAG regional education campaign
- Add focusing on eviction prevention with the most vulnerable populations
- Mention the loss of CARES funds
- Mention increase of homeless population and increasing case loads

COMMISSIONER JUNG MOVED TO APPROVE THE HUMAN SERVICES ADVISORY COMMISSION ANNUAL REPORT AS AMENDED. VICE-CHAIR SERLIN SECONDED THE MOTION, WHICH CARRIED SIX (6) TO ZERO (0) BY ROLL CALL VOTE. CHAIR SHEARER, VICE-CHAIR SERLIN, AND BOARD MEMBERS DODDS, JUNG, LURIE AND TURGEL VOTED IN THE AFFIRMATIVE. THERE WERE NO DISSENTING VOTES. COMMISSIONER JAMESON WAS NOT PRESENT. THERE WERE NO DISSENTING VOTES.

## **7. Identification of Future Agenda Items**

Future agenda items could include:

- Human Services Budget
- Funding process
- Presentation on marketing/communication

**8. Adjournment**

COMMISSIONER TURGEL MOVED TO ADJOURN THE MEETING. COMMISSIONER LURIE SECONDED THE MOTION, WHICH CARRIED SIX (6) TO ZERO (0) BY ROLL CALL VOTE. CHAIR SHEARER, VICE-CHAIR SERLIN, COMMISSIONERS DODDS, JUNG, LURIE AND TURGEL VOTED IN THE AFFIRMATIVE. COMMISSIONER JAMESON WAS NOT PRESENT. THERE WERE NO DISSENTING VOTES.

With no further business to discuss, being duly moved and seconded, the meeting adjourned at 7:22 p.m.

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