



City of Scottsdale  
Human Services Commission  
Regular Meeting

SUMMARIZED MINUTES

Thursday, January 22, 2015

Vista Del Camino  
7700 E. Roosevelt St.  
Scottsdale, AZ 85257

**PRESENT:**

Raoul Zubia, Chair  
Dustin Thomas, Vice Chair  
Nicholas Thomas, Commissioner  
Enid Seiden, Commissioner  
Donald Nordlund, Commissioner  
Marty Day, Commissioner  
Josina Tishler, Commissioner

**STAFF PRESENT:**

Jan Cameron, Director of Parks, Recreation, & Human Services  
Valerie Kime Trujillo, Human Services Manager; Paiute  
Tim Miluk, Human Services Manager  
Eugenio Munoz-Villafane, Human Services Manager; Vista del Camino  
Kacey Moyers, Technology Coordinator  
Phil Hershkowitz  
Chad Booker  
Sharon Light-Stephenson, Housing Coordinator

**Call to order**

Chair Zubia called the meeting to order at 5:26 p.m.

**Roll Call**

Members present as noted above.

1. **Approval of the January 8, 2015 Minutes - Regular Meeting**

**COMMISSIONER NICHOLAS THOMAS MOVED TO APPROVE THE JANUARY 8, 2015 HUMAN SERVICES COMMISSION REGULAR MEETING MINUTES. VICE-CHAIR DUSTIN THOMAS SECONDED THE MOTION, WHICH CARRIED BY A UNANIMOUS VOTE OF SEVEN (7) TO ZERO (0).**

2. **CDBG, HOME, Scottsdale Cares, General Funds and Endowment Funds, Orientation and Review of Applications**

Justin Boyd, Housing Coordinator, provided an overview of the proposals received for FY 2015/16 funding process for CDBG, HOME, Scottsdale Cares, General Funds and Endowment and anticipated funding available. As part of his presentation, he reviewed spreadsheets for CDBG Public Services, Housing, Facilities, HOME Funds, Scottsdale Cares, General Funds, and Endowment Funds and the related requests. Aside from providing the total amount of funding requested for 2015/16 and the anticipated funds for each associated activity, the spreadsheets for CDBG and HOME also provide a three-year history of the agencies previous funding requests and the actual funding amounts applicable. Mr. Boyd noted that agencies that did not provide a blue sheet evaluation response prior to the December 19, 2014 5:00 p.m. deadline receive a 10-point reduction from their score. Late responses from Endowment will not receive a reduction due to the check box orientation for the evaluation tool and will be distinguished in the staff comments section. Agencies who fail to return a response and fail to attend presentations will be disqualified from the FY 2015/16 funding process. Commissioners were encouraged to review the proposals and rating options prior to agency proposals scheduled for February 10th and 12th. A meeting is scheduled on February 5, 2015 for Commission discussion of proposals. Scoring is due from Commissioners through Survey Monkey no later than February 16th.

Commissioners were given an opportunity to ask questions and make comments. Vice-Chair Dustin Thomas requested that staff provide a spreadsheet outlining the amount each agency requested versus the amount of funding maximum. Ms. Cameron noted that staff is working with the Office of Communications to add momentum to the promotion of Scottsdale Cares donation opportunities.

3. **Approval of the Housing Choice Voucher Program 5 Year (FY2015-2020) and annual Agency Plan (FY2015/16)**

Sharon Light-Stephenson, Housing Coordinator, gave a presentation on the Housing Choice Voucher Program 5-Year (FY2015-2020) and annual Agency Plan (FY2015/16). She discussed the requirements of the Public Housing Agency Plans and the information provided through the PHA plan and reviewed Scottsdale household income statistics for years 2008 through 2012.

**COMMISSIONER SEIDEN MOVED TO APPROVE THE HOUSING CHOICE VOUCHER PROGRAM 5-YEAR (FY 2015-2020) AND ANNUAL AGENCY PLAN (2015/16). VICE-CHAIR DUSTIN THOMAS SECONDED THE MOTION, WHICH CARRIED BY A UNANIMOUS VOTE OF SEVEN (7) TO ZERO (0).**

**4. Staff and Commission Updates**

Following a brief discussion about the scheduling of meeting dates, it was the consensus of the Commission to keep the Commissioner agency scoring due date as February 16th, 2015.

Jan Cameron, Director of Parks, Recreation, & Human Services, said that the Community Assistance office is working with purchasing and the legal staff to develop an RFP seeking requests for property management of the Belleview apartments. The pre-bid conference is scheduled for January 28th and proposal submissions are due on February 19th. The hope is to have a management company in place by March.

Senior Services is hosting a Valley Metro Training on March 25th at 1:00 p.m. for senior citizens who are interested in learning about using Valley Metro, Light Rail, and other transportation opportunities. A representative from Valley Metro will be present to give an in-depth presentation on public transportation.

The All Things Senior Expo will be held on February 25th from 9:00 a.m. to 2:00 p.m. at the Scottsdale Center for the Performing Arts.

**5. Open call to the Public**

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

**6. Adjournment**

Being duly moved and seconded, the meeting adjourned at 6:07 p.m.

Respectfully submitted,

A/V Tronics, Inc. DBA AVTranz.