



City of Scottsdale
Human Services Commission
Regular Meeting

SUMMARIZED MINUTES

5:00 P.M., Thursday, January 10, 2008
City Hall Kiva
3939 N. Drinkwater Blvd.
Scottsdale, AZ 85251

Call to Order

Chairwoman Reid called the meeting to order at 5:00 PM

Roll Call

Present: Chairwoman Donna Reid, Vice-chair Kathleen Hemmingsen
Commissioners: Dave Bachmann, Angela Bowers, Katherine Weaver, Carol
Erickson and Jo Ann Woodward

Also Present: Connie James, Mark Bethel, Justin Lisonbee

1. Approval of the December 13, 2007 Minutes – Regular Meeting

Commissioner Reid called for a motion to approve the December 13, 2007 Minutes.

Approved 7-0; Vice-chair Hemmingsen moved to approve the December 13, 2007 Minutes,
seconded by Commissioner Bachmann.

2. Elections of Commission Chair and Vice-Chair

Connie James informed the Commission of the rules and procedures for the election of a
Chairperson and Vice-Chairperson. She informed the Commission that those elected during this
meeting will take office immediately for a one-year term.

Chairwoman Reid opened up the nomination for chair, and Vice-chair Hemmingsen nominated
Donna Reid as Chairwoman, and Commissioner Erickson seconded the motion. Commissioner
Bachmann made a motion that the nomination for chair be closed, seconded by Commissioner
Woodward.

The Commission took a vote by the show of hands, and it Chairwoman Reid was appointed
unanimously.

Chairwoman Reid opened up the nomination for vice chair, and Commissioner Weaver nominated Vice-chair Hemmingsen as vice chair, seconded by Commissioner Bowers. Commissioner Erickson made a motion that the nomination for vice chair be closed.

The Commission took a vote by the show of hands, and Vice-chair Hemmingsen was appointed unanimously.

3. General Plan Update

John Lusardi, Long Range Planning Director with the City of Scottsdale Planning and Development Department greeted the Commission and gave some opening remarks about the information being presented on the General Plan Update. Carrie Wilhelme, informed the Commission about the Community Area Planning and General Plan Update. Ms. Wilhelme provided a presentation on how their department is operated and designed. Ms. Wilhelme also informed the Commission about their Work Program which includes: the Downtown Plan Update, Community Area Planning, General Plan Update 2011, and Coordination with Transportation Planning. Senior Planner, Mary Troyan, Associate Planner, talked about the Scottsdale General Plan, the twelve General Plan elements, community area planning and structure. Joanie Cady, Planner informed the Commission about where the Human Services Commission fits in the 2001 General Plan and to keep in mind of changes for the 2011 plan. Ms. Cady informed the Commission about the General Plan, the existing plans and policies, the role for the Human Services Commission.

Commissioner Weaver expressed concern about early 2008, and if the Planning department already has a schedule.

Mr. Lusardi responded that their goal is to do 2 community area plans a year.

Commissioner Bachmann asked who synthesizes the efforts for the merge into the policy plan alignment and strong neighborhoods and then general plan.

Mr. Lusardi responded that they use the work that has been created. Three to five 3-5 years ago into creating of the General plan. The Planning Department will be coming back to the Commission for direction.

Commissioner Bachmann asked if there are times when plans conflict, and how the Planning Department determines which are more important.

Mr. Lusardi responded that they have over 50 plans, and that the Council will help organize, find conflicts, and the goal is to get a comprehensive document that reflects Scottsdale today, using zoning ordinances and the General Plan. Development and marketing play an extreme part in this process also.

Commissioner Bowers asked how the Planning Department will be contacting the Commission if they are interested in attending these workshops.

Ms. Wilhelme responded that they are hoping that they will have a schedule by the beginning of February, and will keep in contact with Ms. James. Mr. Lusardi informed the Commission that they will be coming back to the Human Services Commission with updates and how the Commission would like to be involved.

4. Presentation on Sub-Prime Mortgages and Reverse Mortgages

Mr. Richard Blair of Professional Mortgages Consultants, LLC addressed the Commission with the issues related to sub-prime mortgages and reverse mortgages. Mr. Blair informed the

Commission about what Sub-Prime Mortgages are; and that they are usually two year loans. Pre-payment penalties, re-negotiating loans with lenders, and different programs are coming into effect to help fill the voids. Mr. Blair explained why these things happen, higher credit scores are required today, and that traditional lending is coming back with better performing loans. Mr. Blair informed the Commission about reverse mortgages that allow people 62 years and older to pull equity out of their home. The older someone is, the more money they can borrow.

Commissioner Weaver asked Mr. Blair if housing prices are still too high for the market.

Mr. Blair responded that prices still have to come down. Interest rates are very low, and values are still falling.

Commissioner Bowers asked if someone has a reverse mortgage and they pass away and have a will and the home is left to someone who inherits the home, are they required to sell the home.

Mr. Blair responded yes, if the heir can pay it off with cash, or they will get 12 months to sell the property.

5. One Scottsdale Housing

Judy Crider, Executive Director for LINKS and Val Iverson of Iverson Ideas presented to the Commission on the ONE Scottsdale Housing Group and a report produced entitled "Are Local Housing Options Available for Scottsdale Workers?" Ms. Crider informed the Commission about facts regarding Scottsdale homes and the average home in Scottsdale is \$740,000. Ms. Iverson informed the Commission about Scottsdale jobs to housing ratios from 1990 to the current year. Ms. Crider informed the Commission about Scottsdale worker affordability by zip code. Ms. Iverson talked about the median incomes and median home sales prices in Maricopa County, the percent of renter occupied housing for selected cities in Phoenix, conversion of apartments to condos in Scottsdale, which selected professions in Scottsdale can afford to pay for rent. Ms. Iverson talked about the average rent of properties.

Commissioner Bachmann asked Ms. Crider about the name of her presentation, "Are Local Housing Options Available for Scottsdale Workers?" Mr. Bachmann said that it is apparent that, no, they aren't and it is becoming increasingly unlikely that they will be. Mr. Bachmann expressed that he wasn't sure if the City Council understands, and he asked Ms. Crider if they have made an attempt to the City Council.

Ms. Crider responded this is the first step and that the City Council is aware and that Scottsdale should start to proceed toward affordable housing. Ms. Crider also added that people, who work in the heart of the valley, are now buying property on the far outskirts of town because it is more affordable.

Commissioner Bachmann commented that City council should hear this and that he likes what One Scottsdale Housing has come up with.

Ms. Crider thanked Mr. Bachmann, and that they plan to come back when they have their next report.

Commissioner Hemmingsen asked Ms. Crider to invite people to the monthly meetings.

Ms. Crider responded that they do invite people to the monthly meetings and to the committee meetings where they try to address these issues and also informed the commission to visit their website.

Commissioner Bowers commented that this is a wonderful report, and that she finds it very understandable.

6. Presentation by proposer's to be considered as brokerage agencies and a Public Hearing on the Proposed Change of Use for the former Civic Senior Center (CCSC)

Agencies that submitted proposals to be considered for brokerage agencies at the former CCSC made presentations to the Commission. Part of the citizen participation process, this public hearing is to solicit comments on the change of use of the former Civic Center Senior Center (7375 East 2nd Street, Scottsdale, Arizona 85251) to the Civic Center Neighborhood Center that was acquired and constructed with Community Development Block Grant (CDBG) funds.

Mr. Lisonbee prompted the Commission about the process and the evaluation sheets for the Request For Proposal (RFP). Mr. Lisonbee stated that each proposer is allowed 3 minutes to make their presentation and the Commission has unlimited time for questions and answers that they need to help clarify any questions raised in the RFP. Mr. Lisonbee stated that the proposal rating sheets were enclosed in the RFP notebooks delivered to the Commission and that Mr. Lisonbee needs to receive them back in the Community Assistance office by January 18, 2008. Mr. Lisonbee informed the Commission that this item will be going to the City Council on March 4, 2008 at its regular meeting which is a change; the agencies are being notified tonight at this meeting and will receive an official letter shortly. The Commission will still make their final recommendations on February 6, 2008 prior to the Scottsdale Cares presentations. This allows staff time to get the draft license prepared and submitted for the council action that Human Services is required to do. Mr. Lisonbee provided the Commission with 9 emails received to date for the Commission's review.

The Foundation for Senior Living (FSL) Adult Day Health Care Prop – Guy Mikkelsen

Mr. Guy Mikkelsen, President for Foundation for Senior Living, presented on the Adult Day Health Care Proposal for Services in Scottsdale. Mr. Mikkelsen informed the Commission about the history of FSL: FSL is a non-profit that was established in 1974. They have 15 different services, 44 service locations, 550 employees, \$32M operating budget, and 25,000 people that are served annually. Mr. Mikkelsen informed the Commission about why Scottsdale needs these services, 16.7% of Scottsdale residents are 65 and older. Mr. Mikkelsen stated that the program needs building 1, rooms 7 and 8 and listed their modifications which included a fire sprinkler system and security features of building 2.

Commissioner Weaver asked how many people per day would be in attendance.

Mr. Mikkelsen replied that about 50 people would be served with the space requested, which would lead to a running case load of 100 to 120 people. Another unique thing is that FSL will provide flexible hours to provide services during big events in the downtown area. For those that pre-register, FSL can provide Saturday hours, Sunday afternoon hours based on community need.

Commissioner Weaver asked how many of the 50 people would be from Scottsdale.

Mr. Mikkelsen replied that right now FSL is serving 70 people that reside in Scottsdale in other facilities.

Commissioner Woodward asked what the age ranges are eligible, and would someone have to be a current resident to be eligible, or could their family live in Scottsdale and become the caregiver for that adult.

Mr. Mikkelsen replied that there are no resident requirements; typically residents around the location would be involved in these programs.

Commissioner Woodward asked about emergencies and how they handle the situation.

Mr. Mikkelsen replied that there is always a licensed nurse on staff that is on location and staff would follow through with the correct CPR and first aid procedures. The registered nurse would provide guidance in the right direction for the correct procedures to handle the situation.

Commissioner Erickson asked if FSL is going to be providing transportation for these people.

Mr. Mikkelsen replied that transportation is included and they do provide transportation

Commissioner Erickson asked FSL if there any limitations of what days these people can come, everyday, alternate days, or every other week.

Mr. Mikkelsen replied that typically these people come about 18 hrs per week and some families stay all day, everyday, while their family member is working and they can be taken care of.

Commissioner Erickson expressed that she understands that FSL has a large number of volunteers that work with them, and asked how they recruit.

Mr. Mikkelsen responded yes, and by word of mouth and they have to be very in depth of the program and specialized in the program, to provide more than a one-on-one staff basis.

Chairwoman Reid asked what the ratio of the employees to the daycare.

Mr. Mikkelsen responded that the ratio is 5 clients to 1 staff person.

Chairwoman Reid asked what kind of training will be provided for the employees.

Mr. Mikkelsen responded that the nurses would have all of the appropriate licensing and that typically the director has a minimum of a bachelor's degree, a Master's degree, and somewhat of a Human Services degree. Others can be C.N.A.s, home health aids, and recreational therapists.

Commissioner Bowers asked how the money is being planned for and where the money is coming from for FSL's remodel budget of \$250,000.

Mr. Mikkelsen responded that FSL would provide \$140,000 to meet the state licensing. Another \$100,000 of health and safety things, that include sprinkler systems, he thinks there would eligibility for the City's CDBG funds to be allocated for the \$100,000 expenditures.

Vice-chair Hemmingsen asked if they aren't able to get any CDBG funds, would they be able to still provide those services.

Mr. Mikkelsen responded that the City would receive those funds., The city would be involved in the negotiation of the funds and the length of the lease and funds.

Mr. Lisonbee clarified and expressed concern about Mr. Mikkelsen's statement. The next funding cycle does not start until October 2008 for program year 2009/2010, which means that the funds would not be available until July 2009. The RFP does not allocate any funding to agencies that replied to this RFP. The funding process for CDBG is a competitive grant process and FSL would have to apply and is not guaranteed the funding. Mr. Lisonbee wanted to make sure that the Commission is aware of this. The other item that is included in the FSL's budget is the air conditioning system. This is still being maintained by the City and could be removed from the line

items because it is on a capital improvements replacement schedule and doesn't need to be replaced currently.

Vice-chair Hemmingsen asked if fire sprinklers are required to be added.

Mr. Lisonbee responded that they are required and based on the change of use, would require they be installed.

Vice-chair Hemmingsen asked if that would be paid for by the City or the proposer.

Mr. Lisonbee responded that it is the proposer's responsibility during the tenant improvements.

Commissioner Woodward asked if there would be a special area for the memory impaired or if they would be integrated with the other guests.

Mr. Mikkelsen responded that they are integrated with the other guests and they have a specialized care program per each individual on a case by case basis.

Commissioner Weaver commented why FSL believes their service is the best use for this site.

Mr. Mikkelsen responding to the proposal and the needs analysis would be very appropriate, any assistance these non-profits can get to increase their services.

Commissioner Bowers asked for a refresher of which buildings are available.

Mr. Lisonbee replied that building 4 is being reserved for the City of Scottsdale Community Assistance Office that runs the CDBG and Section 8 program; two rooms in building 2 are available and all of building 1 and 3.

Commissioner Bowers asked if they were only able to get one of the buildings, would it work for their use.

Mr. Mikkelsen responded that building 1 is the space that would best suite their services, along with two rooms in building 2, which includes the plumbing for restrooms.

Mr. Lisonbee stated that FSL only requested building 1 and two rooms in building 2, and they are not eligible for building 3 because they did not request it. If FSL were to request building 3 and the Commission was to redeem, we would start the RFP process over again, and the Commission can concur both of these proposals as "non-responsive" to what the City is looking for as a request.

Chairwoman Reid asked how FSL will serve and assess the low to moderate income clientele.

Mr. Mikkelsen responded that usually about 70-80% of their clientele are moderate income, most are in care system funding and other local agencies on aging, and all are welcome.

Commissioner Erickson asked about the \$105,000 FSL is requesting and mentioned that the funding doesn't start until next year, what would be FSL's timeline?

Mr. Mikkelsen responded that it was their understanding with City staff that a special use permit was going to be required that could be a six month process, and their thought was that they don't have the financial capability to improve a public building to renovate the building, they were hoping that the building would provide the building with all of the elements for health and safety.

Commissioner Erickson asked where the Scottsdale residents are being serviced now, and if they have any Scottsdale Locations.

Mr. Mikkelsen responded that people are in Tempe and at the Santa Marie adult day care in Phoenix. FSL does not have any locations in Scottsdale.

Commissioner Bachmann asked Mr. Mikkelsen if he was assuming that the City of CDBG funds would pay for the \$105,000.

Mr. Mikkelsen replied that he was hoping that the City would help in that portion of the funding and to provide a building to operate out of.

Mr. Lisonbee asked the foundation what minimum amount space you need to operate.

Mr. Mikkelsen responded that the area requested is the minimum amount of space needed to operate.

Mr. Lisonbee asked about the lease term that FSL included in their proposal is 5 years, and the City can offer 5 years, then 1 year extensions for 4 years so up to a 9 year license with zero dollar rent per year. He stated that in FSL's proposal that they valued that at \$159,000. How long would it take for FSL to complete improvements?

Mr. Mikkelsen responded as quickly as the process allows all of the drawings and plans need to be approved by the City process that has been laid out.

Scottsdale Rehabilitation and Training Services (STARS)

Mr. Battle, CEO and President of STARS, informed the Commission about moving into the Civic Center Neighborhood Center (CCNC) during the remodel and renovation of their facility on Osborn. Their facility will be under going a \$2-5M renovation plan. STARS is also planning on building a 30,000 sq. ft. structure near the Scottsdale Airpark to accommodate administration and clients in the north part of Scottsdale. The 11,000 sq ft that the City isn't using, is a perfect fit for their programs for the 3-5 year renovation project. The City has assisted and helped STARS since its establishment in 1973. Mr. Battle is requesting the Commission approval for their proposal.

Chairwoman Reid asked for the breakdown for repairs of the building.

Mr. Battle did not include the operating repairs as part of the operating budget; it is viewed as a capital expense. Working with their architects, the modest tenant improvements would range between \$60,000 to \$70,000. STARS is prepared to cover entire expense for renovation.

Commissioner Bachmann asked Mr. Battle that the building being renovated on Osborn was deeded to STARS from the City of Scottsdale a year ago in September, there is some irony that STARS is asking for more free space to be given while the other free space already given to STARS is being renovated.

Mr. Battle responded that there is a little bit of irony and had the title not been transferred the likelihood of funding this project would be nil.

Mr. Bachmann responded that STARS knew that their renovation would be going on for a while, what was STARS' original plan.

Mr. Battle replied that originally to secure the land of 7 acres that they drew around airpark as a donation within the next quarter, which they have been told for the last couple of quarters.

Mr. Bachmann asked if STARS is also looking for the City of Scottsdale to provide funding for these improvements on the space.

Mr. Battle responded that they are not asking for funding, just the space for 3 to 5 years.

Mr. Bachmann tried to ask Mr. Battle if they were requesting 3 or 5 years in the lease to clarify to make a recommendation to City Council.

Mr. Battle was persistent in responding 3 to 5 years.

Mr. Bachmann asked how fast STARS is anticipating starting using the space.

Mr. Battle replied that if the donations come through within the next 4 to 5 months, the tenant improvements that they are using are very modest, and they could occupy the building by August.

Mr. Bachmann asked if the services at the Osborn facility would be suspended, what would happen to the people working there, and what would happen to those people that they are serving if they didn't get the space.

Mr. Battle said that the planning would be delayed and they would have to explore more possibilities. They would also look at extending their lease as a commercial lease and drag it out.

Commissioner Woodward asked Mr. Battle if they did not receive the \$2M, would STARS still be interested in renovating the Osborn space and the CCNC space.

Mr. Battle responded yes they would still be interested, and they would use the CCNC space to buy them time to create the fundraising needed to renovate Osborn. Mr. Battle said that if they were able to get the interior white space on the map of the buildings being presented and also the parking as well.

Commissioner Woodward asked if parking is included in the STARS proposal.

Mr. Battle replied he thinks it was included in the RFP, not in their proposal. STARS currently has parking issues at the Osborn location. Mr. Battle thinks that they were told there were 60 available parking spaces. STARS is currently borrowing a few spaces from their current neighbors in a special deal.

Mr. Lisonbee interjected to clarify that there are 63 available parking spaces on site and that they are for all four buildings, and that no parking can be reserved for any building or use because it is a public parking lot. He also stated that there are two parking garages across the street for use.

Mr. Battle added that they used to use the dirt lot next to the Scottsdale ball park before they took it over and negotiated a special deal with their neighbors to the East.

Commissioner Bowers asked Mr. Battle if he was not awarded the full amount of space requested, would he still be interested.

Mr. Battle replied no, they would not be interested, because STARS needs the full amount of space. They have to cohabitate their staff with programs and client services.

Chairwoman Reid asked Mr. Battle to list some of the services that STARS will be offering to the adult.

Mr. Battle replied facility based employment, trade work experience to people with disabilities, hygiene, grooming, communications, and safety technicians.

Mr. Lisonbee asked if STARS has been in contact with the City's Planning Department to conduct tenant improvements.

Mr. Battle replied no.

Mr. Lisonbee stated that staff understands that fire sprinklers would be needed for STARS use as well.

Mr. Battle interjected that that is not true. As long as the building meets City code without adding fire sprinklers, the sprinklers are being grandfathered.

Mr. Lisonbee corrected Mr. Battle that the Planning Department has instructed that this is a change of use from Senior Services.

Mr. Battle said that he was told that as long as the tenant improvements didn't exceed 20% of the value of the property. Mr. Battle said that he checked on this with another location a long time ago, and was wondering if the rules have changed within the last three months.

Mr. Lisonbee responded that he believed the City adopted a new fire code which changed this. Mr. Lisonbee clarified the question, and advised Mr. Battle to check with the Planning Department again.

Mr. Battle replied that when STARS went for their Home and Community Based Services certification through the Department of Economic Security (DES) and looked at their requirements for certification, that as long as they meet the City code, then they are certified. STARS had checked into this 3-6 months ago with DES.

Ms. James commented that in our conversations with Development Services, 1. The percentage of rehabilitation, and 2. The change of use. There are two criteria that would need to be checked into.

Mr. Battle replied STARS has always been forthcoming in seeking exceptions, when they are available, and as long as they are meeting certification requirements. If they couldn't secure such an exception then they would have to play by the rules and put in a fire sprinkler system, which they would do at their own cost.

Mr. Lisonbee asked if the Commission decided to award partial space to STARS, he wanted to confirm that STARS would not accept the offer from the City?

Mr. Battle replied that is correct, and they need at least 11,000 sq ft. to operate.

Ms. James asked for clarification, that STARS has some grants they have applied for and are waiting on. Ms. James asked Mr. Battle to clarify that STARS is about 80% sure they will get these funds within 4 to 5 months.

Mr. Battle responded that he is expecting 4 to 5 months for both grants equaling each other, one after another.

Ms. James asked what if they don't come or get awarded.

Mr. Battle responded that STARS would still like to occupy the CCNC, move out, begin what they can on the renovation, and he thinks it will buy them some time to raise the \$2 M needed get the job done.

Ms. James asked how long we would keep the property vacant.

Mr. Battle replied as soon as the \$2 M became available.

The Commission asked the Foundation for Senior Living to return to the podium to ask some more questions.

Commissioner Erickson asked Mr. Mikkelsen about the official Catholic directory, and if FSL has tried to access the Catholic community for funding.

Mr. Mikkelsen responded that all of FSL is a Catholic charities agency and FSL is essentially a company owned by the Roman Catholic Diocese of Phoenix. The Diocese of Phoenix currently gives them \$1,030,000, providing scholarships in homemaker, home health services, and adult day care services. Adult Day Care Services receives \$550,000 of those funds. He does not think there is any grant money from the Diocese.

Chairwoman Reid opened the public hearing to the public.

Speaker #2 Jack Baker, Scottsdale resident since 1993 who's son is a client of STARS, told the Commission that STARS offers incredible services to the community and help to his son, they came from a Minnesota vocational program, came to Arizona, waited the five years to get vocational funding and found STARS in Scottsdale. Mr. Baker sees that they are offering the type of services that the State has indicated. Mr. Baker expressed that he thinks it would be the pride of Scottsdale and a model to the State when the Osborn building is finished. From his experience the staff has helped all of these children, teaching them what earning money is all about. He is also a resident of Scottsdale, please vote favorably on STARS.

Speaker #1 Patricia McCauley has been a resident since 1961; she was one of the original women with the Virginia Piper group that formed FSL, raising funds with the group. She really believes that they are a wonderful organization and they do marvelous things. Her youngest son was struck down with a seizure disorder, and she was told to put him in an institution and was very lucky to have people along the way like STARS. They helped her son and he is now living independently, recently lost his job of 12 years and she again returned to STARS for help, he now has another job. She believes in both organizations really feels that STARS needs a little more help than the other organization. Senior Citizens are everywhere, but not the disabled, and there aren't as many advocates for them as there are for the seniors, because we are all going to become seniors, but we are not all going to become disabled. Please give more consideration to STARS, and she believes they need a little more help.

Speaker #3 Cindy Dropps spoke on behalf of all the clients of STARS. She has been at STARS for 27 years. She has learned how to not get frustrated and she has met new friends. She has learned new work skills, she enjoys coming to STARS, she knows it's good for her to be in the other building because right now it is too crowded, we need more room, it's too crowded and its about time we fix up Osborn, please consider STARS for this new space, thank you.

Speaker #4 Dee Williamson, Operations Manager. She has been with STARS for 12 years and has seen a lot of clients turned away based on the space available. Everything that all of us do on a daily basis is our goal to teach our clients; daily skills, hygiene, social skills, community integration, how to be on time, how to interact with co-workers, productivity, and quality of work. She is very excited about the Osborn renovation, but she is concerned about the welfare of their clients. They are not able to stay in their building during renovations, and the fact that their

clients would know that they are close by in the CCNC, it would give them stability and security. Transportation is very convenient because it is close by.

Speaker #5 Guy Mikkelsen, His 21-year old son has Downs syndrome, he wanted to congratulate STARS for all of their services.

Speaker #6 Rick Kidder, President and CEO of the Chamber of Commerce, also the current vice-chair of the board of directors of STARS informed the Commission that since 1973 stars has provided services because the Scottsdale foundation. The first building was purchased from the city, outdated, and limits them to the clients they can serve. Funds have been secured for the Osborn facility. Such renovation will be impossible without the relocation of the facility.

Speaker #7 Margery Clapp, in favor of the Adult Day Health Care wants the Commission to approve so that Scottsdale has one to call its own. It is difficult for others to get to the outside locations.

Speaker #8 Betsy Gorman, she told the Commission that STARS is a great organization, however; she is here on behalf of the FSL. She said that STARS said that they can maintain, it was part of their plan on the renovation. There isn't another facility in Scottsdale for these people to go to, and she also added that FSL encompasses all people, ages of 18 and older. Adult Day Care helps keep their family members at home, rather than moving into an assisted living setting, there are a group of people willing to help with some fundraising for the fire sprinkler system.

The hearing was closed by Chairwoman Reid.

7. Staff and Commission Updates

Connie James, Human Services Director, advised the Commission about the license agreement. At our next meeting the Commission will be getting the notebooks with proposals. The Commission has been given a calendar of dates. Ms. James presented two awards to two Commissioners for their hard work with the Adopt a Family program at Vista del Camino. Our next meeting will be on January 24, 2007 at the Paiute Neighborhood Center.

Vice-chair Hemmingsen asked if we are going to have a representative from the housing board to help the CDBG and HOME presentations.

Mr. Bethel responded that Board member Thomas and Canter will be attending the meeting and will be at the next meeting and will be at the CDBG and HOME presentations, and at the following commission meeting. They will be attending on the February 4, 2008 hearing and will not participate on the February 6, 2008.

Commissioner Bachmann added that on the RFP form, there is an error: FSL is not requesting building 3.

Commissioner Bowers asked how the Commissioners get Mr. Lisonbee by January 18, 2008. These can be dropped off or faxed at 480-312-7761, and to please bring the original to the next commission mtg.

8. Open call to the Public (A.R.S. §38-431.02)

Chairwoman Reid made an open call to the public for comments/announcements or other business. There were no requests.

9. Adjournment

Chairwoman Reid called for a motion to conclude the meeting. Commissioner Weaver called the meeting to adjourn and vice-chair Hemmingsen seconded that motion.

Meeting Adjourned at 7:38 PM.

This information is available in an alternate format upon request.

Note: In accordance with provision of the Arizona Revised Statutes, the summarized minutes of the Human Services Commission Meetings are not verbatim transcripts. Only the actions taken and discussion appearing with quotations marks are verbatim.

*Signatures needed when APPROVED by Commission

Officially approved by the Human Services Commission at the _____ meeting.

Submitted by:

**Jonathan Montoya
Administrative Secretary**

Reviewed by:

**Connie James
Human Services Director**

Date:

Date: