CITY OF SCOTTSDALE
HUMAN SERVICES COMMISSION
MINUTES

Thursday, May 25, 2017

8102 E. Jackrabbit Rd.
Scottsdale, AZ 85250

PRESENT:  Marty Day, Chair, Josina Tishler, Vice Chair, Commissioners Janice Eng, Jayne Hubbard, Edmund Portnoy, and Holly Snopko

ABSENT:  Denny Brown, Commissioner

STAFF:  Greg Bestgen, Director; Justin Boyd, Housing Coordinator; Neal Hallihan, Adaptive Services Manager; Mike Murphy, Senior Management Analyst for Community Services; Eugenio Munoz-Villafane, Human Services Manager

GUESTS:  Kathy Tonkin, Timmy White

Call to Order

Chair Day called the meeting to order at 5:07 p.m.

Roll Call

Members present as listed above.

1.  Open call to the Public

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

Greg Bestgen, Director, thanked Vice Chair Tishler for her years of service. Vice Chair Tishler shared some words regarding the honor of serving on the Commission.
2. Approval of Minutes

   A. Special Meeting: April 5, 2017

   COMMISSIONER SNOPKO MOVED TO APPROVE THE APRIL 5, 2017 HUMAN SERVICES COMMISSION SPECIAL MEETING MINUTES. COMMISSIONER PORTNOY SECONDED THE MOTION, WHICH CARRIED BY A VOTE OF SIX (6) TO ZERO (0). COMMISSIONER BROWN WAS ABSENT.

   B. Regular Meeting: April 13, 2017

   COMMISSIONER TISHLER MOVED TO APPROVE THE APRIL 13, 2017 HUMAN SERVICES COMMISSION REGULAR MEETING MINUTES. COMMISSIONER PORTNOY SECONDED THE MOTION, WHICH CARRIED BY A VOTE OF SIX (6) TO ZERO (0). COMMISSIONER BROWN WAS ABSENT.

   C. Work Study Meeting: May 11, 2017

   Grammatical corrections were made.

   COMMISSIONER ENG MOVED TO APPROVE THE MAY 11, 2017 WORK STUDY MEETING MINUTES AS AMENDED. COMMISSIONER BROWN SECONDED THE MOTION, WHICH CARRIED BY A VOTE OF SIX (6) TO ZERO (0). COMMISSIONER BROWN WAS ABSENT.

3. SRPMIC Funding

   Greg Bestgen, Director, reviewed the RFP process the City embarked upon for the congregate meals program. There is currently delivery of service at the Granite Reef Senior Center. Costs for the program have been increasing by between $10,000 and $20,000 per year, with the current total at approximately $60,000 to $65,000. The Tempe Community Action Agency (TCAA) provides the services for the City. Two responses to the RFP were received and TCAA won, bidding $24,879.

   The proposal submitted by TCAA through the funding process was $60,939, representing a difference of $36,060. The scope of work does not include the educational and fitness/wellness presentations given during the lunch program and this element was removed via addendum. Based upon the Commission’s recommendations, this activity will not be included going forward, as it would require an additional staff member to provide the presentations. It was negotiated that this is something City staff can provide. In fact, many agencies will provide free presentations. TCAA has agreed to reduce the amount of their proposal through the funding process to $24,879. Staff is seeking that the Commission amend its March 30, 2017 recommendation and perhaps include a new recommendation to fund the $24,879 congregate meal program at the Granite Reef Senior Center.

   In response to a question from Chair Day, Mr. Bestgen said that the RFP was a three-year contract. However, through the funding process, it will only be through the coming fiscal year. In negotiations, it was made clear to TCAA that the City would only be entertaining the $24,879 total.
Commissioner Portnoy asked when the SRPMIC began giving money to the City. Mike Murphy said it goes back as far as 2007. The Indian communities are obligated to provide 12 percent of their profits to surrounding communities. The City typically receives approximately $1.5 million per year. The City immediately channels a portion to third party providers, such as the Boys and Girls Club. Approximately $750,000 remains for the City to use for community services.

Justin Boyd, Housing Coordinator said there is a remaining balance of $36,060 of SRPMIC funding available for allocation. Based on legal advice, it was determined that the remaining funds would be divided and allocated to the two highest scoring agencies in the SRPMIC funding categories. Foothills Caring Corps (previously allocated $14,518) for a new allocation of $32,548. The other agency is CASS under support for regional shelters. CASS had requested $135,000 and were funded $119,197. Under the new allocation, a separate SRPMIC contract for the remaining $18,030 will be drawn up.

There was discussion about the ability to take the $36,060 remaining from the TCAA account and split it into the other two allocations. Mr. Boyd said that the ability to do so is confirmed based on legal consultation. Mr. Bestgen said that if the Commission does not approve the proposal, the funds would go back to Human Services’ SRPMIC account to be allocated elsewhere. Commissioners discussed details of the Vista Colina Emergency Center. They also addressed the question of what services the City of Scottsdale might relocate the $36,060 to, if it is returned to the Human Services Fund.

COMMISSIONER ENG MOVED TO ACCEPT THE RECOMMENDATIONS OF STAFF FOR THE TCAA $24,518 CONTRACT AWARD AND THAT THE REMAINING $36,060 BE SPLIT BETWEEN FOOTHILLS CARING CORPS AND CASS. THE MOTION DIED FOR LACK OF A SECOND.

COMMISSIONER SNOPKO MOVED TO ADJUST THE TCAA AMOUNT FUNDED FROM $60,939 TO $24,879 AND RETURN THE REMAINING BALANCE OF $36,060 TO THE HUMAN SERVICES DEPARTMENT FOR REALLOCATION. COMMISSIONER TISHLER SECONDED THE MOTION, WHICH CARRIED BY A VOTE OF THREE (3) TO TWO (2). COMMISSIONER BROWN WAS ABSENT. COMMISSIONER HUBBARD RECUSED. COMMISSIONERS ENG AND PORTNOY DISSenting.

4. **Human Services Third Quarter Review**

Mike Murphy, Senior management Analyst for Community Services, provided the third quarter review, noting that Human Services is not held to a revenue standard. They are however, given an expense budget that they cannot exceed. Year-to-date, the department is up $125,000 from the forecasted amount and under expense by $306,000. Some of this is due to vacant positions.

Commissioner Snopko asked whether the budget surplus would justify the hiring of an additional social worker. Mr. Murphy said that for the past several years, staff has been told that the budget will remain flat. Even so, they have found the resources to add five staff for next year.

Mr. Murphy discussed that special revenue is money given to City to be used for a specific purpose. There are special revenue funds to be used exclusively for Human Services. It is important to note that they cannot spend more than they bring in. The account currently has a
$30,000 balance. The department is currently under $300,000 in revenue, but has also spent nearly $3 million less than projected. General Fund dollars do not roll over year-to-year, however special revenue and grants do. He explained that brokerage contacts are the citizens serviced by third parties within the Department’s operations. Examples are the Boys and Girls Club and Pets on Wheels. There were no special events in the third quarter. The total number of individuals/families receiving some form of assistance last year was 27,566 and the amount has now increased by over 23 percent. The value of the assistance totals more than $6 million. A specific list of categories includes:

- Mortgage and rent: $3.7 million
- Utilities: $239,000
- Food: $928,000 (6 tons)
- Special events: $454,000
- Miscellaneous: $46,000
- Dental assistance/prescription assistance: $14,000

In terms of cash and gift card donations, the Department is at 84.3 percent of last year’s total. However, food donations are up significantly. Commissioner Snopko asked whether this represents a true increase or is a reflection of the more accurate measurements. Eugenio Munoz-Villafane, Human Services Manager, said it is a combination of the two. Input into the center is significantly higher. Allocations of food received from St. Mary’s and United Food Bank are at no cost to the Department.

Mr. Murphy stated that so far this year, 657 individuals have volunteered and their combined total hours of service is 24,304. He reviewed a chart detailing number of volunteers per center. Commissioner Portnoy asked that the next such presentation include a report that includes separation of funds, including City of Scottsdale, donations, federal government, GBG, HUD and others.

Chair Day said that her place of business, Johnson Bank, does a corporate service day. This year, half of the participants went to Vista Del Camino and sorted the food that had been donated via the Postal Service. Participants were very impressed with the level of service provided.

5. **Adaptive Services Presentation and Tour**

Neal Hallihan, Adaptive Services Manager, played a video on the Adaptive Recreation Center.

Kathy Tonkin discussed her son’s experiences in the Parks & Recreation program for seven to eight years. He loves the program, which has been an extension of the family home. She has trust in the personnel. Her son participates in the after school program, the Saturday Spectacular Club, Special Olympics and monthly Saturday night dance. Children are always taken as group to City Council meetings to participate in the pledge of allegiance. Student Timmy White gave a brief overview of his experiences in the program.

Mr. Hallihan said that programs are run for children five and up and adults of all ages. Programs are scheduled into categories by program. There is a weekly Saturday adult program, generally for individuals with varying ability levels. The center features a full activity
calendar. There is a monthly dance with attendance averaging 100 people. The second Friday of every month an adult programming activity is held. They have also recently kicked off a mini adult day program during the week. He explained that for special education individuals, much of early life is spent in very structured programs. However, at the age of 22, that matrix changes significantly. The program is designed to provide opportunities for this age group adult. Some activities include vocational skills, such as cooking. Programs are funded by the General Fund.

Commissioner Portnoy noted that there is $2 charge for the dances and suggested that next year contract negotiations with Stars might include a provision to receive vouchers to provide to individuals who have been turned down for services.

Mr. Hallihan discussed that the bulk of youth programs are after school and summer programs. There is a program for youth aged 12 to 22 for teens with special needs. This year, approximately 45 teens are participating in the after school program from 2 p.m. to 6 p.m. Monday through Friday, following the Scottsdale School District schedule. Most come from Scottsdale schools. Buses pick up students from Chaparral High School, Coronado High School, Desert Mountain, Saguaro and a couple of private schools. The programs also operate during the summer, kicking off on June 6th from 9 a.m. to 4 p.m. In addition, the City runs five to seven after school programs. Some are school based and two are based in community centers. If children aged five through 11 with special needs enroll in these programs, inclusion staff is sent to integrate the adaptive youth into the larger thrust of the program, help clarify what the staff is saying and make modifications where necessary. They also assist with building social skills and building friendships. Currently five to six staff are active at five different after school programs providing those services.

In the third quarter, the Mighty Mighty Scottsdale Bobcat Nation activities kick in. The Special Olympics sports program offers six sports throughout the year, with average participation by 200 athletes. Seventy percent of participants are over 25, which enhances community inclusion, social networking opportunities and quality of life. On a national level, the North American Special Olympics office is very well developed. The next national level games will be held in Seattle in 2018 with 10,000 athletes expected to participate. Team Arizona will be sending approximately 90 athletes and 50 coaches to compete in seven sports. The Bobcat Flag Football Team has been asked to represent Arizona in the flag football competition.

Adaptive Services runs center-based operations in the fourth quarter. They have rekindled a deeper relationship with Stars. Stars is bringing their day programs through the center once a week, including use of the kitchen, sensory room and multipurpose room.

One of the major challenges has been connecting with the school district. A year ago, the school district launched the SCORE Program for students in special ed who have finished their academic credits but have two years left in school. If the parents elect to do so, the student can come out of school, enter the program and learn job and life skills. Next year 25 students will participate.

Chair Day said that Scottsdale needs to do more marketing to communicate what it does for the community. Hopefully the new marketing person will address this. Mr. Bestgen added that the Department is being allocated a three-quarter time person just for Human Services, which should help with more individualized attention.
Mr. Hallihan said that Adaptive Services has an approximately $700,000 annual budget, including all operational costs, 17 part time positions and three full time positions. Twice a month, a City social worker comes to the center to work with participants and families as needed.

6. **Staff and Commission Updates**

Mr. Bestgen provided the staff and commission updates in written form. The next meeting will be held in August. Commissioners thanked Mr. Hallihan for his presentation.

7. **Adjournment**

With no further business to discuss, being duly moved and seconded, the meeting adjourned at 7:03 p.m.

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