



**CITY OF SCOTTSDALE  
HUMAN SERVICES ADVISORY COMMISSION**

Work Study Minutes  
Thursday, March 9, 2023  
City Hall Kiva – Conference Room  
3939 N. Drinkwater Boulevard  
Scottsdale, AZ 85251

**PRESENT:** Chair Neal Shearer, Vice-Chair Tricia Serlin, Commission Members Jeff Jameson, 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; Jennifer Crane, Community Grants Specialist; Vania Torres

**Call to Order**

Chair Shearer called the meeting to order at 1:00 p.m.

**Roll Call**

Members present as listed above.

**Public Comment**

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

**WORK STUDY AGENDA**

1. **FY2023/2024 Funding Allocation Discussion**

Greg Bestgen, Human Services Director, and Mary Witkofski, Community Assistance Manager, facilitated a discussion and question/answer session regarding the funding allocations for each fund source and scoring of agency proposals for the FY 2023/2024 funding process, including further clarification on funding priorities, and the procedural steps to complete the Commission's draft and final funding recommendations to the City Council. Ms. Witkofski reviewed the FY 2023/24 available funding amounts, noting that Scottsdale Cares has approximately \$160,000; Endowment has approximately \$8,600; SRPMIC has \$125,000; HOME has \$269,000; CDBG Public Services has \$120,091; and CDBG Housing has \$64,616.

Discussion ensued regarding procedural clarifications; the spreadsheet of agencies' requests by funding source; staff and commissioner scoring; the funding allocation process; the discrepancy between available funding and funding requests; the process for agencies accepting less than the amount requested; one agency that indicated it would not accept less than requested, and commissioners' opinions on appropriate funding percentages. Ms. Witkofski recalled that the four priorities include emergency housing assistance, crisis case management, homeless supportive services and shelters, vulnerable populations: seniors and disabled; however, the Commission did express interest in also considering other proposals. She also recalled that as part of the funding process, the Commission adopted the rule that they would not fund anything under \$5,000 due to administrative costs. The \$5,000 minimum does not apply to Endowment.

Commissioners decided that the agencies providing home delivered meals would be invited to the March 23rd meeting and given an opportunity to provide additional information regarding their programs and the areas they are able to serve.

Chair Shearer requested that a work study be scheduled in April to review the funding process.

## **2. Adjournment**

COMMISSIONER JUNG MOVED TO ADJOURN THE MEETING. COMMISSIONER TURGEL SECONDED THE MOTION, WHICH CARRIED SEVEN (7) TO ZERO (0) BY ROLL CALL VOTE. CHAIR SHEARER, VICE-CHAIR SERLIN, COMMISSIONERS JAMESON, LURIE, DODDS, 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 1:50 p.m.

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