



**CITY OF SCOTTSDALE  
HUMAN SERVICES ADVISORY COMMISSION**

Special Meeting Minutes  
Thursday, August 29, 2024  
Community Design Studio Nave  
7606 E Indian School Rd.  
Scottsdale, AZ 85251

**PRESENT:** Chair Neal Shearer (MS Teams), Vice-Chair Mary Jung, Commission Members Jeff Jameson, Tricia Serlin, Roger Lurie, Patrick Dodds

**ABSENT:** Commissioner Stuart Turgel

**STAFF:** Kira Peters, Human Services Director; Mary Witkofski, Community Assistance Manager; Chad Beougher, Housing Supervisor; Sue Oh, Human Services Manager; Judy Doyle, Community Services Assistant Executive Director; Eugenio Munoz-Villafane, Human Services Manager; Deanna Owens, Human Services Manager

**Call to Order**

Vice-Chair Jung called the meeting to order at 5:34 p.m.

**Roll Call**

Members present as listed above.

**Public Comment**

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

**REGULAR MEETING AGENDA**

**1. Approval of Minutes**

Approve the Regular Meeting Minutes of August 8, 2024

COMMISSIONER DODDS MOVED TO APPROVE THE AUGUST 8, 2024, HUMAN SERVICES ADVISORY COMMISSION MEETING MINUTES. COMMISSIONER JAMESON SECONDED THE MOTION, WHICH CARRIED SIX (6) TO ZERO (0) BY ROLL CALL VOTE. CHAIR SHEARER, VICE-CHAIR JUNG, AND COMMISSIONERS JAMESON, SERLIN, LURIE, AND DODDS VOTED IN THE AFFIRMATIVE. THERE WERE NO DISSENTING VOTES.

## **2. FY 2025/2026 Human Services Funding Process**

Chad Beougher, Housing Supervisor, discussed and provided information on the FY 2025/26 Human Services Funding Process, including review of the funding process calendar funding priority caps and proposed changes to the scoring process.

Proposed priority caps and process for each area were as follows:

- CDBG – Public Services projects addressing homeless supportive services and shelters. There will be a cap of \$40,000 per single proposal or \$80,000 for a collaborative proposal with up to three agencies.
- Scottsdale Cares – Priority given to programs addressing emergency housing assistance, crisis case management, vulnerable populations, seniors and the disabled, and positive development of youth. Mayor’s Youth Council will participate in the staff portion of the scoring process. There will be a cap of \$20,000 per applicant and awards will only be given at 100 percent.
- General Funds – Priority given to programs addressing emergency housing assistance, crisis case management, and vulnerable populations. There will be a cap of \$20,000 and awards will only be given at 100 percent.
- SRPMIC – Proposals only accepted for congregate and home-delivered meals. It is anticipated that available funds will be approximately \$130,000, which would be divided as \$100,000 for home-delivered meals and \$30,000 for congregate meals.
- Endowment Funds – Allocated for community projects and programs for the public good and City of Scottsdale youth programs.

Mr. Beougher reviewed proposed changes to the questionnaire and scoring process. Commissioner scores are due to staff no later than February 20, 2024.

Commissioners were given an opportunity to ask questions. Mr. Beougher explained that with the new scoring process, outcome measurements will be scored zero to 12, with up to three points each, and then each category will be scored as a whole. He explained that the intent of the CDBG joint proposals option is that there would be one lead agency that would be awarded all of the funds and would be in charge of distribution to the partner agencies as they see fit. Mary Witkofski, Community Assistance Manager, noted that the joint proposals will include a budget line for each agency. Mr. Beougher clarified that the Mayor’s Youth Council will be participating in the staff scoring process for Scottsdale Cares, not submitting their own scores.

Discussion ensued regarding the proposal to award only 100 percent to agencies under the Scottsdale Cares and General Funds categories. Chair Shearer expressed apprehension for the idea of requiring 100 percent awards, opining that it would limit the number of agencies that can be funded. Commissioners argued that agencies write proposals based on a certain scope of work they may not be able to execute with partial funding. Arguments were made for both sides regarding grant management and avoiding the perception of politics in deciding funding allocations. Mr. Beougher talked about the process of managing the funds and working with agencies once they are funded. Chair Shearer remained opposed but stated that if the rest of the Commission is in favor, he would agree to the proposal to allocate 100 percent to general funds and Scottsdale Cares for this year.

Commissioners expressed appreciation for efforts staff made to incorporate Commissioners’ comments into this year’s process and for streamlining the process.

COMMISSIONER DODDS MOVED TO APPROVE THE FY 2025/2026 HUMAN SERVICES FUNDING PROCESS. COMMISSIONER LURIE SECONDED THE MOTION, WHICH CARRIED SIX (6) TO ZERO (0) BY ROLL CALL VOTE. CHAIR SHEARER, VICE-CHAIR JUNG, AND COMMISSIONERS JAMESON, SERLIN, LURIE, AND DODDS VOTED IN THE AFFIRMATIVE. THERE WERE NO DISSENTING VOTES.

**3. Identification of Future Agenda Items**

Future agenda items could include:

- Scottsdale Cares update
- Bridge Housing update

**4. Adjournment**

COMMISSIONER SERLIN 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 JUNG, AND COMMISSIONERS JAMESON, SERLIN, LURIE, AND DODDS VOTED IN THE AFFIRMATIVE. THERE WERE NO DISSENTING VOTES.

With no further business to discuss, being duly moved and seconded, the meeting adjourned at 6:16 p.m.

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