



**CITY OF SCOTTSDALE
HUMAN SERVICES ADVISORY COMMISSION**
Regular Meeting –**MINUTES**
Thursday, May 8, 2025
City Hall Kiva Forum
3939 N. Drinkwater Boulevard
Scottsdale, AZ 85251

PRESENT: Chair Roger Lurie, Vice-Chair Mary Jung, Commission Members Jeff Jameson, Neal Shearer, Patrick Dodds, Stuart Turgel, and Lee Cooley

STAFF: Kira Peters, Human Services Director; Sue Oh, Human Services Manager; Jenny Mendoza, Human Services Supervisor; Liz Heavenrich, Human Services Operations Supervisor; Jonathan Montoya, Human Services Representative Senior; Mary Witkofski, Community Assistance Manager; Eugenio Munoz-Villafane, Human Services Manager; Kristy Hahn-McDonald, Human Services Manager; Deanna Owens, Human Services Manager; Jessica Rapp, Human Services Manager

Call to Order

Chair Lurie called the meeting to order at 5:30 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 April 10, 2025

COMMISSIONER COOLEY MOVED TO APPROVE THE APRIL 10, 2025, HUMAN SERVICES ADVISORY COMMISSION REGULAR MEETING MINUTES. VICE-CHAIR JUNG SECONDED THE MOTION, WHICH CARRIED SEVEN (7) TO ZERO (0) BY ROLL CALL VOTE. CHAIR LURIE, VICE-CHAIR JUNG, COMMISSIONERS JAMESON, SHEARER, DODDS, TURGEL, AND COOLEY VOTED IN THE AFFIRMATIVE. THERE WERE NO DISSENTING VOTES.

2. Vista Del Camino Community Center Updates

Sue Oh, Human Services Manager, Jenny Mendoza, Human Services Supervisor, and Liz Heavenrich, Human Services Operations Supervisor, provided an overview on programs and services offered at Vista Del Camino Community Center.

Ms. Mendoza provided information and statistics about programs at Vista Del Camino Community Center. Her presentation included an update and recent statistics for the Community Action Program (CAP) office, including review of the operations, current challenges, and essential assistance programs that are available. She gave an overview of the responsibilities of front desk staff and social services case workers. She reported that since July of 2024 the department has received two grants. The first grant is an Urban Sustainability Directors Network Grant in the amount of \$21,600 to be used for commercial equipment for the food pantry, recreation programming, the day relief center, and the heat relief program. The second grant is the Housing Stability Flex Program Grant, which is available as financial assistance for Scottsdale residents for the purpose of preventing homelessness for a period of 12 months.

Ms. Mendoza reviewed community programs, which included a family recreation program, and Masters of Coin VITA Tax Services. She shared photographs of the Human Services Volunteer Appreciation event. Kira Peters, Community Services Director, explained that the Urban Sustainability Directors Network Grant was originally received by the City of Scottsdale's Sustainability Department for the purpose of doing an assessment for solar panels at the senior center, and was then passed on to the Human Services Department. Ms. Oh explained that the Housing Stability Flex Program Grant covers a broader number of needs than CAP funds and is more accessible. The City does not receive the funds but instead connects clients with the funds.

Ms. Oh and Ms. Mendoza gave overview of the CAP, including information on the Arizona Sustainability Flex program and amendments that have been made to the intergovernmental agreement between the City of Scottsdale and Maricopa County.

Ms. Heavenrich presented information, statistics, and updates on financial assistance programs provided through the CAP at Vista Del Camino. Her presentation included a review of funding and statistics for direct service dollars including allocations through Maricopa County for rent and utility assistance; an update on recent changes in the Department of Economic Security's Low-Income Home Energy Assistance Program (LIHEAP) process; challenges that are occurring due to short staffing and client backlog; and planned solutions. Ms. Oh said that she is attending bi-monthly meetings coordinated through Maricopa County to work on system improvements and to develop a solution to solve the backlog problem. Ms. Heavenrich noted that the front desk administration staff has been given access to the Maricopa County portal and are able to provide updates to clients.

Commissioners were given an opportunity to ask questions. Ms. Oh said that the career coach has been helping with internal utility assistance applications. In response to concerns about what might happen with the LIHEAP program in the coming months, Ms. Oh noted that staff has the ability to request additional funding through several different utility assistance funds, but those funds would not be enough to cover all costs if LIHEAP were to be eliminated. Chair Lurie suggested that discussions about how to fill the void be had with the Partners for Paiute Board.

3. Scottsdale Food Bank Expansion Update

Sue Oh, Human Services Manager, and Jonathan Montoya, Human Services Representative Senior, presented on the Scottsdale Food Bank's recent relocation and the ribbon-cutting/open house event. The presentation included information on services provided by the Food Bank and data on the households served. They highlighted the food bank expansion, shared photographs of the new warehouse and the ribbon cutting ceremony, and gave a detailed overview of the food bank programs and statistics related to those programs. Ms. Oh shared a story about a family of five that was in crisis that was assisted and received the largest food box that has been distributed to date. Sources of support for the food bank include a partnership between St. Mary's and Scottsdale Community Partners, St. Vincent De Paul, Salt River Pima-Maricopa Indian Community grants, community donations, food drives, grants, monetary donations, and individual and group volunteers.

Commissioners were given an opportunity to ask questions. Mr. Montoya said that there have been different discussions about ways to increase the number of healthy packs they are able to provide. He said that the volunteer base has increased from 12 to 34 over the past year. If the volunteer pool could be increased to approximately 40 or 50, they would be able to better serve the community.

A suggestion was made that the food bank explore whether there might be an opportunity to partner with the Boarder Lens Produce Rescue organization. Ms. Oh explained that there are strict guidelines that must be followed as part of the partnership with St. Mary's, so they would need to get clearance from them before exploring any partnerships.

4. Annual Funding Allocation Process Review

Chair Lurie led a discussion on the annual funding allocation process. He shared his thoughts about positive changes to the process including the setting of the five priority areas and inclusion of the Mayor's Youth Council members in the evaluation process. He thanked staff for making the process seamless and efficient.

Commissioner comments focused on the following:

- Concern that the funding process is quantitative and should be a mix of both quantitative and qualitative measures.
- Criticism of the scoring methodology.
- Applicants should be required to provide a link to their most recent IRS 990.
- Applicants should indicate a minimum size grant that they would be willing to accept.

- Holding an informal study session to share thoughts on each applicant before rating applications, about which Community Assistance Manager Mary Witkofski said that procurement would need to be consulted to determine if this is possible.
- Taking a more objective approach in the evaluation process.
- Encouraging organizations to collaborate and submit joint applications.
- Appreciation for staff's input.
- Encouraging interest in applying for Endowment Funds.
- Refining the points categories.
- Enabling staff to allocate funds when no proposals are received for a funding source.
- Focusing on keeping money in Scottsdale with local organizations.
- Including agency client satisfaction survey results as part of the application process.

Ms. Witkofski said that staff agrees that 990 forms should be included in the application process. She asked that the Commission consider that anyone receiving a score of 70 and above would move forward to the informal recommendations, and if they received a score below 70, they would be eliminated from consideration. Staff would like to continue offering the collaborative application process.

5. Identification of Future Agenda Items

Upcoming agenda items could include:

- Arizona Housing Coalition presentation – May 22nd

6. Adjournment

COMMISSIONER JAMESON MOVED TO ADJOURN THE MEETING. COMMISSIONER SHEARER SECONDED THE MOTION, WHICH CARRIED SEVEN (7) TO ZERO (0) BY ROLL CALL VOTE. CHAIR LURIE, VICE-CHAIR JUNG, COMMISSIONERS JAMESON, SHEARER, DODDS, TURGEL, AND COOLEY VOTED IN THE AFFIRMATIVE. THERE WERE NO DISSENTING VOTES.

With no further business to discuss, being duly moved and seconded, the meeting adjourned at 7:26 p.m.

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