

Maricopa County Community Services Commission

Monday, April 24th, 2017 6:00pm

234 N Central Ave. #3000 Phoenix AZ 85004

*The Advisory Tri-Partite Board of the Maricopa County Community Action Agency*

**MEETING MINUTES**

<b>MEMBERS PRESENT</b>		
<b>Public Sector</b>	<b>Private Sector</b>	<b>Consumer Representative</b>
	Bonnie Temme Salt River Project	Connie Norris Low-Income Representative
	Jayson Matthews (Alternate for Amy Schwabenlender) Valley of the Sun United Way	Pam DiPietro Foothills Foodbank
<b>MEMBERS ABSENT</b>		
<b>Public Sector</b>	<b>Private Sector</b>	<b>Consumer Representative</b>
Judge Lilia Alvarez Town of Guadalupe	Amy Schwabenlender Valley of the Sun United Way	Anita Lawson Low-Income Representative
Councilwoman Veronica Malone City of Avondale		
<b>GUESTS AND STAFF PRESENT</b>		
<b>Guests</b>		<b>Staff</b>
Eugenio Muñoz-Villafane		Sandra Mendez, Assistant Director
Cathy Chiang, Arizona Public Service		Laurie Ontiveros, Administrative Supervisor
		Nayeli Martinez, Admin. Specialist

- 1. Call to Order**  
Acting Chairwoman, Ms. Bonnie Temme, SRP representative, called the meeting to order at 6:05 p.m.
- 2. Roll Call**  
Ms. Laurie Ontiveros completed roll call. Four (4) of the seven (7) seated Commission members were present. A quorum was established.
- 3. Pledge of Allegiance**  
The pledge was led by Mr. Jayson Matthews.
- 4. CAA Director's Report**
  - Dashboard Indicator (DI) Report**

Ms. Sandra Mendez provided an overview of the FY2017 Dashboard Indicator (DI) Report, reflecting the current status of the programs and expenditures for FY2017. Human Services Department received allocations or awards totaling over \$3,385,636 in funds to be utilized for direct service purposes. A total of \$2,551,504 has been expended as of March 31<sup>st</sup>, 2017. Ms. Mendez stated there are two categories that stand out in the report: Global water and Southwest Gas. Firstly, Global Water is very difficult to spend due to restrictions which only allow money to be spent on Global Water customers in Avondale and Scottsdale. Recently, Avondale Global Water customers switched to another water provider; as a result, funds can only be spent in Scottsdale. This year will be the last year that HSD accepts Global Water money. HSD will be giving that money back to ACAA to find a provider that can utilize those

funds for Global Water customers. Secondly, Southwest Gas energy share funds source is depleted at 53% due to short contract timeframe to spend it. ACAA has allowed carrying forward the funds to next FY18. Ms. Mendez shared that the total voucher funds are around 75% expended, with 75% time elapsed in the contract year.

Ms. Mendez explained that The County Households Served graph shows that it is consistent with previous utilization patterns. Ms. Mendez suggested showing comparative information between years in future reports.

Ms. Mendez reviewed the Administrative Expenditures graph and stated that all CAPs are on target, with the exception of Scottsdale. She further explained that the City of Scottsdale uses city funds to help support personnel costs.

- **CSD Staff Changes**

Ms. Mendez introduced the new Administrative Assistant, Nayeli Perez Martinez.

Ms. Mendez introduced Daniel Torres, Program Policy Specialist. Mr. Torres will be responsible for providing training and general support to the CAPs.

Ms. Mendez shared that CSD is currently hiring for three positions. The first one is for Program Coordinator who will be working out of the Madison Heights location, in Avondale. The second one is for a Case Manager position to take on Lilia Sanchez's caseload. Finally, CSD is conducting interviews on April 25<sup>th</sup> for the Community Action Program Manager position which will provide oversight for all of the Community Action programs and any CSBG related activities.

- **FY2018 Funding**

Ms. Mendez stated they just went through a Funding Formula Process that lasted six (6) months. A compromise was reached on funding formula criteria. Ms. Mendez explained that the previous definition for Maricopa County did not include rural areas. Ultimately, Maricopa County is now receiving a portion of funding for rural areas.

Furthermore, CSBG funding increased for FY18 due to failed budget projections from DES. As a result, there is approximately a \$50,000 increase in FY18. Ms. Mendez estimated that they can expect a 15%-18% federal fund reduction for FY19. There are no appropriation projections as of now, for FY19.

- **FY2018 Contracts**

Ms. Mendez stated that they are finalizing the Peoria RFP and it is on track for award. The other contracts will be in place by July 1<sup>st</sup>.

- **Strategic Planning Update**

Ms. Mendez shared that the strategic planning consultant has been working with the CAPs and are in the process of compiling the final report. Ms. Mendez would like to have the Commission approve a special meeting for June 26<sup>th</sup>, to review and accept the final strategic plan.

## 5. **Action Items**

- Approval of Meeting Minutes for January 23, 2017  
The motion to approve the minutes from the January 23rd, 2017 Commission meeting was made by Ms. Pam Dipietro. Ms. Bonnie Temme seconded the motion. The motion carried unanimously.

- Approval of additional Commission Meeting for June 26, 2017  
The motion to approve the additional Commission Meeting date for June 26, 2017 was made by Mr. Jayson Matthews. Ms. Pam Dipietro, seconded the motion. The motion carried unanimously.
- Approval of SFY18 Commission Meeting Schedule  
The motion to approve the SFY18 Commission Meeting schedule was made by Ms. Pam Dipietro. Mr. Jayson Matthews seconded the motion. The motion carried unanimously.

## 6. Call to Public

- Mr. Eugenio Munoz-Villafane from the Scottsdale CAP shared that Scottsdale just hosted a volunteer appreciation luncheon to celebrate approximately 6,000 volunteer hours. The volunteer work has saved an estimated amount of \$149,000 for the Scottsdale CAP.
- Scottsdale CAP is also wrapping up their Back to School Program with a goal of 1,000 students. The event will cover health screenings as well as school supplies. All supplies are being paid by a tribal grant.
- Ms. Pam Dipietro shared that they are working on their Snack Pack Program. They will invite people to come pick up food packs at the food banks. Also, the Foothills Food Bank will be opening a satellite in Black Canyon City.
- Mr. Jayson Matthews made an announcement on behalf of United Ways. They will be hosting a Project Connect Event on May 11<sup>th</sup> in Avondale at the First Southern Baptist Church. Also on June 15<sup>th</sup> they will be on North Hills off 19<sup>th</sup> Avenue; 370 guests have been previously served.
- Ms. Connie Norris shared that she met with the Hope Women's Shelter located on 640 E. McDowell. They announced that they will be opening a satellite facility close to Lewis and Grand Avenue in El Mirage.

## 7. Adjournment

Acting Chairwoman Bonnie Temme adjourned the meeting at 7:00 p.m.

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### Next Meeting of the Maricopa County Community Services Commission

Monday, June 26, 2017 at 6:00pm to be held at  
234 N. Central Ave. #3000, Phoenix, AZ 85004

***HSD Mission Statement:***

*To provide and coordinate essential support and social services to vulnerable populations to enhance economic, educational, and social opportunities and strengthen communities.*