

MARICOPA ASSOCIATION OF GOVERNMENTS  
HUMAN SERVICES TECHNICAL COMMITTEE  
MEETING NOTES  
NOVEMBER 9, 2006

MEMBERS ATTENDING

Carl Harris-Morgan, Town of Gilbert, Chairman	Sylvia Sheffield, City of Avondale
*Lorenzo Aguirre, City of El Mirage	*Linda Snidecor, City of Goodyear
*Judy Bowden, Mesa United Way	*Judy Tapscott, City of Tempe
*Paige Garrett, Glendale Human Services Council	Wayne Tormala, City of Phoenix, Vice Chair
*Kate Hanley, Tempe Community Council	Jessica Ponzio for Patrick Tyrrell, City of Chandler
*Connie James, City of Scottsdale	Neal Young, City of Phoenix
Deanna Jonovich, City of Phoenix	
Jim Knaut, Area Agency on Aging	
*Margarita Leyvas, Maricopa County	
*Joyce Lopez-Powell, VSUW	
*Dan Lundberg, City of Surprise	
*Joy McClain, City of Tolleson	
Doris Marshall, City of Phoenix	
Jeff Young for Sandra Mendez, DES/CSA	
* Kyle Moore, DES/ACYF	
Carol Sherer for DES/DDD	
*Sandra Reagan, Southwest Community Network	

OTHERS PRESENT

Teresa Franquiz, MAG  
DeDe Gaisthea, MAG  
John Hoag, DES  
Jose Mercado, City of Phoenix  
Amy St. Peter, MAG  
Nancy Sanchez, MAG

*+Those members present by  
audio/videoconferencing.*

*\*Those members neither present nor  
represented by proxy.*

1. Open Meeting for Discussion  
Chairman Carl Harris- Morgan, Town of Gilbert, welcomed everyone to the meeting at 1:05 p.m. and introductions ensued.
2. Call to the Audience  
No comments were made.
3. Approval of September 14, 2006 meeting minutes and review of October 12, 2006 Human Services Technical Committee Meeting Notes  
Chairman Harris-Morgan informed the committee that quorum had not been met and approval of the September 14, 2006 meeting minutes will be held over until the next meeting.

#### 4. Review of Committee Membership

Chairman Harris-Morgan referred members to the spreadsheet with members' attendance record. Ms. St. Peter thanked everyone for being here as frequently as they can. All meetings had quorum this year, except this and last month's. She clarified that staff emails and calls members each month prior to every meeting. She explained that other committees have handled this attendance situation by sending a letter to those who haven't attended recently, asking them to notify MAG staff if they would like to retain their membership on the committee and thanking them for their service. Another option is to have the chair call those members to confirm whether they would like to remain on the committee. She also suggested that staff might ask other cities to join who are currently not on the roster.

The prescribed members of HSTC include two United Ways, cities and towns, and local coordinating councils. Sylvia Sheffield, City of Avondale, asked if proxies need to be pre-approved. Ms. St. Peter said no. Ms. Sheffield recommended that the new social services supervisor from City of Buckeye be invited to join. Jim Knaut, Area Agency on Aging, suggested sending out a letter or email and attaching this spreadsheet. Because this was already done with the meeting materials for this month, Chairman Harris-Morgan suggested that now is the time to start calling people in time for the allocation process vote. Members agreed first to send the spreadsheet out by email again. Mr. Young asked if there is direction given in the committee's bylaws. Ms. St. Peter said that the bylaws are vague, and say only that if a member misses three meetings in a row, then he or she may be asked to reconsider their membership.

Chairman Harris-Morgan suggested speaking with someone at the cities who can appoint a new appropriate member. Ms. St. Peter clarified that audio conferencing is always available. Mr. Young agreed that it is time to call and ask members if they would like to remain involved. Chairman Harris-Morgan agreed to make the calls to those who haven't been able to attend recently.

Mr. Tormala added that it might be useful to survey those members as to why they do not attend. For those who have been on the committee a long time, new agenda items in addition to SSBG might bring them back in. Also, there are many other obligations that city staff must prioritize along with these meetings. He suggested also looking at the committee's own activities when considering attendance issues.

Ms. St. Peter reiterated the next steps. She will send out the committee's evaluation survey to all members in order to get their feedback issues such as those mentioned by Mr. Tormala. Also, Chairman Harris-Morgan will call members who have not been able to attend recently. Members discussed the absence of the City of Mesa on the roster. Chairman Harris-Morgan said he would call their Human Services Manager to see if someone can take Nichole Ayoola's place. Ms. Sheffield will talk to the Social Services Supervisor in Buckeye about joining. Ms. St. Peter clarified that all new members will need to provide an appointment letter from someone with

the city, requesting that the new person be added. Members noted that Glendale is not present either.

Mr. Tormala asked how the Human Services Coordinating Committee was doing with their membership. Ms. St. Peter said that they have had quorum all year and their previous membership issues have been much better. She added that this committee also has an open spot for Value Options. She will call Value Options and ask if they would like to appoint someone. Members discussed if Value Options is a recipient of SSBG funds. Most members agreed that it is not likely that they are a recipient. Members agreed to confirm membership status with those who have not been able to attend before inviting new members to join. Adding new members before doing so could make quorum even more difficult to attain. Value Options, Buckeye and Mesa will be contacted after all present members have had a chance to indicate if they intend to continue on the committee.

#### 5. Committee Evaluation

Ms. St. Peter presented information on the committee evaluation and referred members to the evaluation form handed out. She asked members to fill it out and offered to discuss any of the issues queried today. She added that members can always feel free to call her and asked for honest feedback so improvements can be made where necessary.

Members agreed on the following committee strengths: broad representation, presentations from service providers, and opportunities to generate momentum and spin off specific issues, such as the Earned Income Tax Credit (EITC).

Members commented the following improvements could be made: attendance could be improved by letting members know when they've missed two or three meetings. More time could be spent hearing presentations from members about the activities their municipalities are currently engaged in. This may be a way for other cities and towns to collaborate.

Mr. Tormala suggested that members look at the important question of what difference it makes that they are here. It is a difficult question, but is a motivator for people, especially when they are busy and must prioritize among many obligations. Members ask themselves if they're going to miss something if they are not here. Ms. Sheffield agreed and said that although the major focus of the committee is SSBG, this allocation recommendation process only happens once per year. It is hard to keep the committee members energized during the rest of the year. She added that it also takes time to become knowledgeable about the committee's activities and familiar with them. Chairman Harris-Morgan agreed that it is difficult to get members motivated throughout the rest of the year and noted that several meetings were cancelled in 2005 because there were not many actionable agenda items.

Ms. St. Peter suggested that one of the local foundations was interested in working with MAG's Human Services Committees to develop a healthy aging in place model.

She noted that this was one option for a new project. Mr. Young said that often it's hard to work with other cities unless there's a political mandate to do so, given the other obligations borne by city staff. He suggested that the committee would really need a request coming down from the coordinating committee, or one coming from the community. Ms. St. Peter agreed that this would be a good discussion to have with the Human Services Coordinating Committee to see if they would like HSTC to work on this type of project.

Ms. Sherer suggested that there might be more responsibility on the part of the agencies who receive SSBG funds to explain what services are supported by the funding. This would help with making allocation decisions and with social accountability. Ms. St. Peter agreed, but noted that it is necessary to draw the distinction between the agency level and the planning level. On other hand, the committee does need some of this information to make responsible decisions. Previously, the committee has had mixed success with bringing agencies in because they frequently take the presentation as an opportunity to advocate for their own agency, rather than specifically providing details about how SSBG funds are used. Another way to get similar information is to hear from people who represent the target groups and from the departments at DES who administer the contracts. Chairman Harris-Morgan said that these DES presentations have been on the committee's agendas all year.

Ms. St. Peter reiterated the suggestions for improvement: hearing more presentations from members about local activities, getting more direction from the community about viable projects via the coordinating committee, and calling members who have not been attending.

She noted that the evaluations form will be resent to the members along with the attendance spreadsheet. All members will be asked to provide their feedback. She informed members that she will be out of town for the next two weeks and will follow up when she returns.

6. Review of FY08 Social Services Block Grant (SSBG) Allocation Process

Chair Harris-Morgan introduced Amy St. Peter, MAG, to review the process for developing allocation recommendations for local planned Social Services Block Grant funds for fiscal year 2008. The members present agreed to proceed with the agenda items by consensus, holding off on a vote until the next meeting due to lack of quorum. Ms. St. Peter reminded members that the committee has been hearing presentations from five departments in DES to inform this process. Staff is now hearing it's highly unlikely that SSBG will be cut for fiscal year 2008. It is now necessary to plan for the next fiscal year at the previous funding level. Today the committee will decide by consensus if the dollar amounts for each target group should remain the same, holding off on a firm vote until next month. If that is decided, the committee may choose to break into four work groups to focus on the four target areas to decide dollar amounts for each service. Other options include going out for more public input. Next month, members will come back as a full

committee and make recommendations for approval. Those recommendations will go through the rest of the MAG approval process in January. These recommendations are due to DES by February 2, 2007, hopefully with the MAG Regional Council's approval.

Wayne Tormala, City of Phoenix, asked if the work groups would be too small today without quorum. He asked if members could instead work in the bigger group. All members agreed to this suggestion.

Neal Young, City of Phoenix, asked if staff or other members had heard of any problems or issues about the way the allocations are divided now. Ms. St. Peter answered that she had not heard of any problems. Mr. Tormala noted that there has never been sufficient reason to change the allocation recommendations in the past, unless there has been a cut proposed. Chairman Harris-Morgan agreed and noted that the item is on this meeting's agenda because it is a good time to consider if there are any valid reasons for moving the funding.

Jeff Young, DES, asked for more complete explanation of the allocation recommendation process. Ms. St. Peter explained that there are four target groups- Elderly; Disabled; Developmentally Disabled; and Adults, Children, Youth and Families, and how they relate to the five departments at DES. MAG, through its Human Services Committees, makes recommendations to DES on how the locally planned portion of the SSBG funds should be allocated. DES issues the Request for Proposals (RFP) and goes through the application and reporting processes with individual agencies.

The committee agreed that there were no compelling reasons to move funds among the target groups. Ms. St. Peter asked if there were any suggestions about moving money from one service to another within any of the target groups, based on focus group information, surveys, or presentations from DES. There were no suggestions at this time. Mr. Young said he was still satisfied with the recommendations that were developed at the previous work group level when cuts were considered possible. Ms. St. Peter agreed that the previous work group sessions were constructive, though she reminded the group that those changes would only be necessary if the cuts were made, which looks increasingly less likely. Chairman Harris-Morgan asked if there had been a change in the recommendations for the Developmentally Disabled target group. Ms. St. Peter said yes, that the work group had asked the committee to recommend some consolidation of funds if the cuts came through.

Members moved by consensus to keep the status quo funding levels, assuming the cuts are not made and the funding for fiscal 2009 remains \$4.1 million. The committee will vote on the consensus recommendation at the December meeting.

## 7. Announcements

Mr. Tormala announced that the City of Phoenix has been invited by Mayor Bloomberg of New York City to help design an EITC outreach program for people

with disabilities. He offered to do a presentation on this project for the committee at a future meeting. He added that this type of program is not something that would cost cities much money. This is a good example of something our cities are doing that could be shared for the common good and that other cities could duplicate.

Ms. Sheffield announced that the City of Avondale has just hired someone full-time to work on their Financially Fit Program through a grant from the County. She added that if Mr. Tormala is going to make a presentation on the topic he mentioned, she would like to invite the new staff member to attend. Mr. Tormala agreed that this kind of collaboration benefits the whole region.

8. Adjourn

The meeting adjourned at 1:55pm. The next Human Services Technical Committee meeting is scheduled for Thursday, December 14, 2006 at 1:00 p.m. at the MAG offices, 2<sup>nd</sup> floor, Cholla Room.