

MARICOPA ASSOCIATION OF GOVERNMENTS
HUMAN SERVICES TECHNICAL COMMITTEE
MEETING MINUTES
DECEMBER 14, 2006

MEMBERS ATTENDING

Carl Harris-Morgan, Town of Gilbert,
Chairman
+Judy Bowden, Mesa United Way
Paige Garrett, Quality of Life Community
Services, Inc
Jayson Matthew for Kate Hanley, Tempe
Community Council
Jessica Gonzales for Deanna Jonovich, City of
Phoenix
+Jim Knaut, Area Agency on Aging
Margarita Leyvas, Maricopa County
Joyce Lopez-Powell, VSUW
Bob Baratko for Dan Lundberg, City of
Surprise
Joy McClain, City of Tolleson
Jose Mercado for Doris Marshall, City of
Phoenix
Jeff Young for Sandra Mendez, DES/CSA
*Kyle Moore, DES/ACYF
*Sandra Reagan, Southwest Community
Network

Christina Avila for Sylvia
Sheffield, City of Avondale
Carol Sherer, DES/DDD
*Judy Tapscott, City of
Tempe
*Wayne Tormala, City of Phoenix, Vice
Chair
*Patrick Tyrrell, City of Chandler
Neal Young, City of Phoenix

OTHERS PRESENT

DeDe Gaisthea, MAG
Michael S. Levy, NOVA Inc.
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 and November 9, 2006 Human Services Technical Committee Meeting Notes
Chair Harris-Morgan called for a motion to approve the September 14, 2006 HSTC meeting minutes. Bob Baratko, City of Surprise, moved to approve the minutes. Jayson Matthews, Tempe Community Council, seconded the motion. The minutes passed unanimously.

Chair Harris-Morgan asked the Committee for any amendments to the October 12, 2006 and November 9, 2006 Human Services Technical Committee Meeting Notes. There were no changes.

4. FY08 Social Services Block Grant (SSBG) Allocation Recommendations

Chair Harris-Morgan began by stating that at the last meeting, the Committee moved by consensus to adopt the allocation recommendations from FY07 for FY08. This represents no change to the service levels or target groups. This recommendation also assumes that the proposed cuts are not made and funding for fiscal 2008 remains at \$4.1 million. He asked for any comments about the recommendations. None were made.

Amy St. Peter, MAG, added that staff is hearing that it's highly unlikely that SSBG will be cut for fiscal year 2008. She noted the handouts reflect the full funding amounts from 2006.

Chair Harris-Morgan called for a motion to approve the SSBG allocation recommendations made for FY08. Carol Sherer, DES, moved to approve the motion. Joyce Lopez-Powell, Valley of the Sun United Way, seconded the motion. All voted in favor of the motion.

Ms. St. Peter stated these recommendations will go through the rest of the MAG approval process via the MAG Management Committee, the MAG Human Services Coordinating Committee and finally the MAG Regional Council for approval. The recommendations will then be forwarded to the Arizona Department of Economic Security (DES). She stated that it makes a big difference to have HSTC take formal action on these recommendations and thanked everyone for attending the meeting.

Ms. Lopez-Powell commented that the presentations from DES were a benefit. She said it would be good to continue presentations from the departments representing the target groups in preparation for the allocation recommendation process next year. She added that maintaining open lines of communication between the Committee and DES is a tremendous help. Ms. Sherer suggested formulating questions for the presenters to ensure the Committee receives needed information. Sample questions might include how reduced funding would affect the department's ability to deliver services and the department's priorities for services.

5. Committee Membership

Chair Harris-Morgan stated that as recommended at the last meeting he called members with low attendance. In the process two members have stepped down, Lorenzo Aguirre from El Mirage and Connie James from Scottsdale. The two cited scheduling issues and not having enough staff support to send a proxy or recommend a replacement. Chair Harris-Morgan added that a letter will be sent to Mr. Aguirre and Ms. James thanking them for their contribution to the Committee and inviting them to participate in the future if their situation changed.

Ms. St. Peter commented that the Committee only missed quorum twice this year and thanked the committee members for attending meetings as frequently as they can. She added the relevance of the agenda also affects people's decision to attend the meeting or not. As a result, staff will strive to make the meetings relevant and beneficial to the members.

Chair Harris-Morgan added that the bylaws are not concrete on the issue of absences and asked if the committee would like to look into this issue. Ms. St. Peter added that the bylaws are vague and only states that if a member misses three meetings in a row, then he or she may be asked to reconsider their membership on the Chair's discretion.

Ms. Lopez-Powell asked for clarification about what constitutes an excused absence. She suggested that a meeting calendar might help members to determine if a meeting is worthwhile to attend. Ms. St. Peter agreed and said that she and the Chair had actually discussed developing a meeting calendar prior to the meeting. This has been done in the past. Once the Committee receives direction from HSCC about the projects for next year, staff will draft a calendar for the Committee's review and approval.

Ms. Sherer suggested that providing members with clear expectations might help with consistent attendance at meetings. Mr. Jeff Young, DES, recommended members be requested to RSVP for the meeting with the meeting notification email. Mr. Neal Young, City of Phoenix, also suggested that three absences in a row might suggest the member does not have time to devote to the Committee. At that point, it is reasonable for the Chair to contact the member in regard to their standing on the Committee. Ms. St. Peter said staff had been discussing the need to update the orientation manual for the Committee and that expectations for meeting attendance could be included.

Jayson Matthews, Tempe Community Council, said it might benefit the Committee to look very strategically at membership when considering who to recruit. The Committee suggested Buckeye as a new member and contacting Mesa to replace Nichole Ayoola who didn't return after maternity leave. The Committee also discussed sending letters to the Mayors of El Mirage and Scottsdale to inquire about replacements for the people who had recently stepped down. All agreed to wait until the goals for the next year had been identified before recruiting new members. This will allow the Committee to strategically recruit new members based on people who can help the Committee achieve their goals. Ms. St. Peter explained any suggestions for new members would need to be approved by the Chair of the MAG Regional Council, Mayor Cavanaugh.

Ms. St. Peter summarized the suggestions of the committee. These include the following:

- Develop a yearly meeting calendar with topics identified for the agenda.
- Provide clear expectations about meeting attendance in the updated orientation manual. When members miss three consecutive meetings, the Chair will contact them about their status on the Committee.

- Ask members to RSVP for meetings when notification about the meeting is emailed.
- Strategically examine membership in relation to the goals of the Committee.

6. Committee Evaluation

Ms. St. Peter presented information on the committee evaluation and referred members to the evaluation report. She thanked everyone for participating in the evaluation either by discussion or survey because feedback is critical to improving the work and structure of the Committee. She recognized the members as being a main strength of the Committee and thanked everyone for the time and energy they offer.

Other strengths as cited by the evaluation report include best practice presentations, cross fertilization of ideas from one municipality to another, networking opportunities and a regional focus, reported Ms. St. Peter. All agreed the biggest challenge is finding a common call to action beyond the allocation recommendations for SSBG. This contributes to lack of quorum for some meetings. The report suggests that getting direction from HSCC may resolve this problem. Ms. St. Peter said some would like to focus more on the West Valley.

The Committee discussed the next steps posed by the survey respondents. These include the following:

1. Call committee members when they have missed meetings
2. Identify best practices in the region and have presentations at meeting, such as the West Valley Human Services Alliance
3. Request direction from HSCC for future projects and areas of focus
4. Assess the availability of human services within each municipality
5. Assess the community action programs in terms of staffing levels, funding levels and service delivery

All agreed on the first three steps with minimal discussion. Discussion ensued at length about items number four and five. The Committee agreed that these are separate issues but in many cases the community action programs (CAP) do have main responsibility for delivering human services within the municipalities. The adequacy of staffing and funding at the CAP level can determine the quality of human services made available throughout the municipality. Concern was expressed about Lorenzo Aguirre needing to step down from the Committee. Marge Leyvas said the County has continued to fund the El Mirage CAP office at the same level but the town has decreased their support of the program. This has resulted in the reduction from three case managers for that site to just one. Bob Baratko said this is an important issue particularly for the West Valley.

Jayson Matthews recommended assessing the delivery and funding of human services within each municipality. The same survey could ask about plans for growth, reduction or maintenance for human services. This analysis would help to identify the priorities, assets and needs for each city and town with regard to human services. Mr. Matthews said this would greatly help the municipalities as they consider their own

funding decisions. Ms. St. Peter asked who would be the target audience for completion of a survey like this. Mr. Matthews said the person at the municipal level responsible for Block Grant and CAP allocations. He said he and the Chair would have contact information for most municipalities. Mr. Baratko said he would like to see the survey done as quickly as possible and phased in if necessary. Ms. Leyvas said she has seen a report recently that showed the economic impact of the CAP offices with multipliers offered. For example, every \$1 spent by a CAP resulted in a \$x savings or return on their investment (ROI) by the municipality.

Ms. St. Peter said she would look into the feasibility of this project. She emphasized that MAG staff alone could not complete such an undertaking and that the Committee members would be an important resource for the project.

Chair Harris-Morgan recommended examining the local impact of SSBG as well. Ms. St. Peter explained this information, as previously reported, is not consistently available from DES. Carol Sherer said the information was available through the Division of Developmental Disabilities. Ms. Leyvas said the County could supply data as well. Mr. Matthews said having client level information by municipality would greatly assist advocacy efforts. Jose Mercado cautioned the Committee that it is unlikely that this information could be secured due to reasons such as the blending of funding streams. Ms. St. Peter expressed concern that reporting this information inconsistently would be misleading. She did say that she would collect the information that is available from DES.

7. Announcements

Ms. Leyvas announced the creation of a fuel fund by the Arizona Community Action Association and DES. This is the first one in the Southwest. It was formed as a result of a lawsuit that awarded the State \$3.2 million. Feedback from the community indicated the funds should not be used for emergency assistance as doing so would deplete the funds in just one year. Instead, an endowment should be created in order to achieve long term objectives to increase people's incomes. Ms. Leyvas suggested that Cynthia Zwizk could present on this topic at a future meeting.

8. Adjourn

The meeting adjourned at 2:08pm. The next Human Services Technical Committee meeting is scheduled for Thursday, January 11, 2007 at 1:30 p.m. at the MAG offices, 2nd floor, Cholla Room. The meeting time has been delayed for half an hour so members can attend the State of the West Valley luncheon with Governor Napolitano.