

HUMAN SERVICES ADVISORY BOARD
CITY OF MESA
MESA CITY COUNCIL CHAMBERS
57 EAST 1ST STREET, LOWER LEVEL
September 29, 2003
-MINUTES-

MEMBERS

Ms. Susan Klecka, Vice Chair (Excused)
Dr. Carlos Vallejo (Excused)
Ms. Mary Bolig
Ms. Teresa Cotton
Mr. Raymond Jones
Ms. Judy Kent
Ms. Kim Reynolds
Mr. Ken Salas

Ms. Linda Starr

STAFF

Ms. Nichole Ayoola
Ms. Kathleen Kelly
Ms. Ruth Anne Norris
Mr. Bryan Raines
Ms. Lisa Wilson

WELCOME AND INTRODUCTIONS

Ms. Susan Klecka, Chair and Dr. Carlos Vallejo, Vice Chair were unable to attend the meeting. Ken Salas acted in the role of Chair.

COMMENTS FROM CITIZENS

There were no citizen comments.

INTRODUCTION OF MARY BOLIG

Mr. Salas introduced Mary Bolig as a new Board member appointed by the Mayor's Office. Ms. Bolig is a resident of Mesa and is employed by Honeywell. All members and staff introduced themselves to Ms. Bolig as they welcomed her to the Board.

DISCUSS AND APPROVE MINUTES OF JUNE 26, 2003 MEETING

The minutes were passed unanimously with a change to add Linda Starr to the list of those members present.

ACKNOWLEDGEMENT OF NOTES FROM BOARD RETREAT AUGUST 27, 2003

A Board Retreat was held on August 27, 2003. Notes from that meeting were presented and acknowledged.

MONTHLY HOUSING REPORT

Ruth Anne Norris gave an overview of the monthly Housing Report. The report was for the months of June, July, and August. Charts were also presented that tracked Requests for Housing. Ms. Norris explained some turn over in the program but hopes to increase the number of participants by holding an Eligibility Day in October. She hopes to obtain approximately, 100 applications and issue at least 50 vouchers from those eligible. The goal is to increase the lease rate to 95-97% by the first year. The rate has been averaging 90-92%.

Teresa Cotton announced that the Family Self-Sufficiency Program would hold a graduation ceremony at the Scottsdale Civic Center Library Auditorium on October 8, at 6:30 pm. Members of the Board should receive an invitation in the mail and are encouraged to attend.

DISCUSSION OF HOUSING MASTER PLAN

Kathleen Kelly presented an overview of the Housing Master Plan to the H&HSAB. The Housing Master Plan was ratified by the Housing Element of the General Plan and is more detailed than the housing element. Ms. Kelly also discussed the Community Housing Task Force, the make up of it's membership, and role in development of the Housing Master Plan. She informed the Board of the four target goals for Mesa:

- Increasing housing production to meet the projected population growth for all income groups
- Reduce the housing gaps in the upper and lower income levels by 50%
- Replace a minimum of 50% of the mobile homes aged 25 years and older (built pre-1979)
- Determine and reduce the number of homes in substandard or deteriorated condition by a minimum of 50%.

Members of the Board were encouraged to attend an open house to introduce the final version of the Housing Master Plan at 6 pm on October 9, 2003 in the Utilities Building located at 640 N. Mesa Drive. Ms. Kelly provided her contact information so that individual members could also give feedback before the October 23, 2003 H&HSAB meeting.

REVIEW OF ABC DONATION CHART

Nichole Ayoola provided the Board with an ABC: A Better Community Donation Chart that tracks the dollar amounts received from City of Mesa utility customers. Ms. Ayoola gave a brief history of the program. The program originally started with a 50 cent on the dollar match from the Arizona McCormick Tribune Foundation. That match was lost about a year ago. Last year's allocation was the first year without that match, which was decreased by approximately \$150,000. The Office of Human Services is looking for ways to boost that program by increasing the marketing to obtain more donations through the utility bill program. The chart would be provided in future Board packets.

REVIEW, DISCUSS AND APPROVE PROPOSED

Ms. Ayoola proposed a minor change to the 04/05-application process. In an effort to streamline the process, Board members would be placed in teams of two according to one of the five funding areas. A rating system based on a 100-point scale would be implemented. It would point out strengths and weaknesses in each proposal and could be provided as feedback to the applicants. In the past, members were required to review all applications. The changes would allow more time and also enable a more critical review of the applications. Staff would still be required to review all applications and make recommendations to the Board. City Council would have the final decision. Next month there would be a training session scheduled to familiarize the Board members with the application review process.

Mr. Salas stated that the proposed changes would be helpful to the Board in making their final recommendations.

Ms. Cotton asked if there could be any potential for a conflict of interest because of Board members having certain ties to any of the organizations. The Arizona conflict of interest statute, A.R.S. Section 38-503 (B), provides: "Any public officer or employee who has, or whose relative has, a substantial interest in any decision of a public agency shall make known such interest in the official records of such public agency and shall refrain from participating in any manner as an officer or employee in such decision".

Mr. Salas then asked for a motion to approve the 04/05-application rating guideline process. Ms. Cotton moved to approve and Linda Starr made a second motion. The motion was passed unanimously.

STAFF REPORT

Ms. Ayoola gave the Staff Report. Agencies participating in the East Valley Needs Assessment include the City of Mesa, Chandler, Scottsdale, Tempe, The Town of Gilbert, Valley of the Sun United Way, Mesa United Way, and The Maricopa Association of Governments. The East valley Needs Assessment will present a report on the needs of the east valley at the Mesa Sheraton at 8 am on November 14, 2003. Registration starts at 7:30 am. An invitation will be sent out to each Board member. Members of the H&HSAB were encouraged to attend.

ADJOURN

Mr. Salas took a motion to adjourn. Ms. Cotton moved to adjourn. Linda Starr seconded. The motion passed unanimously. The meeting adjourned at 6:15 pm.

Respectfully Submitted,

Nichole V. Ayoola, Human Services Specialist