

HUMAN SERVICES ADVISORY BOARD
CITY OF MESA
MESA CITY COUNCIL CHAMBERS
57 EAST 1ST STREET, LOWER LEVEL
NOVEMBER 16, 2006
- MINUTES-

MEMBERS

Ms. Mary Bolig (Excused)
Mr. Robert Brinton (Excused)
Mr. Charles Brown
Dr. Jerry Davis
Mr. Raymond Jones
Mr. William McDaniel (Excused)
Ms. Linda Starr

Ms. Rhonda Oliver (Excused)
Ms. Amy Ricks

STAFF

Ms. Kathleen Kelly
Ms. Jane Albin
Ms. Lisa Wilson
Ms. Anita Mapes

WELCOME AND INTRODUCTIONS

Raymond Jones welcomed those attending the meeting.

CITIZENS COMMENTS

There were no citizen comments.

APPROVAL OF OCTOBER 26, 2006 MEETING MINUTES

The minutes of the October 26, 2006 meeting were approved unanimously.

2007-08 APPLICATION PROCESS UPDATE

Lisa Wilson gave an update of the joint funding information meeting held on November 9, at the Mesa Main Public Library. The meeting was well attended. Mesa United Way and Community Revitalization staff reviewed the application process as well as the evaluation tools used when making recommendations. Agencies have already begun completing the application and staff has been available for technical assistance. Overall, the process is proceeding well.

MesaCAN and PREHAB have merged so those applications will be reviewed under the PREHAB organization's name. There are several programs to review for that agency.

The Board was assigned tentative teams for the site visits. System Support and Long Term Support Services were combined and assigned to Dr. Davis and Mary Bolig. Crisis Services includes Amy Ricks, Linda Starr and Bill McDaniel. Transitional Services includes Raymond Jones and Rhonda Oliver. Prevention/Early Intervention includes Charles Brown and Robert Brinton. All members of the Board received and returned Conflict of Interest forms.

Site visit schedules were discussed. There could be possible conflicts with work schedules. Linda Starr offered to substitute for anyone who may have a scheduling conflict since she has more flexibility in her schedule.

HSAB BY-LAWS

Jane Albin contacted the City Attorney's Office on clarification of by-law requirements. There does not seem to be an official or federal requirement for by-laws. Staff took a survey of existing City boards. Most of the boards surveyed do have by-laws. Ms. Albin stated that whether or not the Board decides to have 'by-laws', it is a good idea to have procedures or rules for the Board to follow. The HSAB needs to

come to a consensus as to what they would like to do. The existing by-laws came directly from the City code.

Mr. Jones asked if anyone had any strong opinions regarding the by-laws, and if they should be adopted. Charles Brown stated that it would be easy and practical to at least keep the by-laws as a reference. He sees no need to get rid of them. Changes can be made as needed. Linda Starr suggested a committee be appointed to review the by-laws and make recommendations to accept them as is or make changes.

Mr. Jones asked if there were any changes that should be made at this time. Ms. Wilson stated that the Community Action Agency and Program references must be deleted. Ms. Kelly stated that when changes are made to an ordinance, the revised ordinance must be approved by City Council. After the Council approves the revisions, the Board could then adopt the by-laws. This process could take up to six weeks, as the ordinance has to be reviewed by the City Attorney's Office, then introduced at a Council meeting, then the Council has to adopt the ordinance.

Further discussion regarding the by-laws was tabled until the ordinance review is completed.

STAFF REPORTS/ANNOUNCEMENTS

Ms. Wilson gave a staff report. The Volunteer Income Tax Assistance (VITA) program has begun its recruitment. There will be two training sessions beginning in January 2007.

Ms. Kelly informed the Board that the Section 8 waiting list opened on November 7. Housing Services staff sent out over 200 applications and received applications the following Wednesday from folks that downloaded the application from the City's website. She will follow up with exact numbers at the next meeting.

Anita Mapes of the Mesa Fire Department (MFD) has been taking calls from seniors with mental health issues and folks inquiring about the adopt-a-family program. The seniors tend to call for assistance using 9-1-1. Some have to be referred to Value Options and Adult Protective Services. The families of seniors also call for referrals. The MFD has partnered with Mesa Public Schools to assist families with providing toys to the children for Christmas. Two families per school can be referred to MFD. Families must attend a one-hour resource class to receive assistance so they can make it through the whole year. These families are in addition to the families that receive assistance from the Community Spirit Adopt-a-Family program.

Maricopa Association of Governments (MAG) conducted the Homeless Street Count training in Mesa on November 14. The Mesa Police Department will conduct the count for Mesa. Officers representing each substation in Mesa were in attendance. Lt. Tony Filler will be coordinating the officers during the count. The Street Count will take place on January 30, 2007. Each substation will go out and count at the same time on that day. The results will be reported back to MAG. Jennifer Griffin, a Mesa Public Schools Homeless Liaison, will be counting families. Last year families were under counted. People who are doubling up are not counted because they are considered to be sheltered. The Street Count Handbook was distributed to the Board for their review.

ADJOURN

With no further business to be discussed, the meeting was adjourned at 6:10 PM.

Respectfully Submitted,

Lisa R. Wilson, Human Services Specialist-SA