

County Community Services Commission  
Monday, July 22, 2019 6:00 PM  
234 N Central Ave. #3000 Phoenix AZ 85004

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

**MEETING MINUTES**

MEMBERS PRESENT		
Public Sector	Private Sector	Consumer Representative
Councilman Ricardo Vital, Guadalupe	Jayson Matthews Valley of the Sun United Way	Maria Mendoza Low-Income Representative
Councilman Roland Winters, Surprise	Bonnie Temme Salt River Project	Jessica Gonzalez Low-Income Representative
Councilman John Carnero, Tolleson	Lauriane Hanson Equality Health	Pam DiPietro Low-Income Representative
	Adonis Deniz Jr. Mercy Care	
MEMBERS ABSENT		
Public Sector	Private Sector	Consumer Representative
		Connie "Cricket" Norris Low-Income Representative
GUESTS AND STAFF PRESENT		
Guests		Staff
Eugene Munoz-Villafane, Scottsdale CAP Director		Sandra Mendez, Community Services Assistant Director
Santiago Cornejo, Tolleson CAP Director		Cathy Chiang, Community Action Program Manager
Paul Bernardo, City of Surprise		Eddie Limon, Community Services Program Coordinator
		Nayeli Martinez, Community Services Management Assistant
		Laurie Ontiveros, Community Services Admin. Supervisor

1. **Call to Order**  
Chairman, Jayson Matthews, called the meeting to order at 6:10 p.m.
  
2. **Roll Call**  
Miss Nayeli Martinez did roll call. Ten (10) of the eleven (11) seated Commission members were present. A quorum was established.
  
3. **Pledge of Allegiance**  
The pledge was led by Chairman, Jayson Matthews.
  
4. **Dashboard Indicator (DI) Report**  
Ms. Sandra Mendez provided a year-end review of the SFY19 budget and expenditures. Ms. Mendez indicated this report would be finalized July 31, 2019, as accounting is still compiling expenses, but wanted to share the information with the commission. Ms. Mendez summarized two anomalies that took place this year with two amendments that were received in December 2018 and in January 2019. The first amendment was a normal increase that usually takes place in December. CAP offices were able to anticipate an increase in funds. The second amendment did not get processed through the Maricopa County Board of Supervisors until April 2019. As a result, CAP offices were given eight (8) weeks to expend the added funding of approximately \$1.5 million dollars. Ms. Mendez thanked Ms. Cathy Chiang for her efforts in coordinating expenditures with our CAP offices. Thanks to their efforts only \$23,000 will go back to ADES from the overall budget. Ms. Mendez shared that the Town of Guadalupe CAP exhibited record expenditure levels by partnering with Chicanos Por La Causa (CPLC). Ms. Mendez assured the board that

final expenditures reports for each agency will be provided at the next commission meeting on September 23, 2019.

### **Commission Member Training**

Mr. Edward Limon provided a quick overview regarding continued efforts to keep MCHSD compliant with Organizational Standards. New board members were provided conflict of interest forms and whistleblower policies along with their meeting materials. Mr. Limon explained that the Organizational Standards require all board members to participate in board member training. The current board members that have not attended training are, Pam DiPietro, Maria Mendoza, Jessica Gonzalez, Councilman Carnero, Councilman Winters, Councilman Vital and Chair Jayson Matthews.

The next training proposed dates are Saturday, August 17 or Saturday, September 14. Mr. Limon will send an e-mail to board members in need of training with both proposed dates.

### **Summer Crisis Program**

Ms. Sandra Mendez shared an initiative for a Summer Crisis Program with CAP Offices to help provide quick emergency assistance in Maricopa County. Ms. Mendez summarized that these efforts are directly as a result of the two (2) heat related deaths. Maricopa County Public Health has been collecting data as it relates to deaths for all of Maricopa County. 60% of deaths were indoor due to an air-conditioning not functioning and or their electricity was shut off. Most residents had diseases that were exacerbated by the disconnections. Ms. Mendez explained that the pilot program would require setting aside funds from May through September. These months are consistent with the trends. Any household in need of emergency assistance must receive assistance within 24 hours. CAP Office intake procedures would need to allow for emergency assistance. CAPs would specifically look to assist vulnerable households. Vulnerable households can be any household with a resident 60 years old or older, 6 years or younger, residents with health conditions, pregnancy or in imminent danger of disconnection. The target date for the pilot program to begin is tentatively August 15, 2019.

### **Arizona Public Service – ACC Order**

Ms. Sandra Mendez shared that APS received an order to stop all disconnections until October 15, 2019. This resulted from media attention and scrutiny after the heat related death that took place early this year. Although they will not receive shut off notices, MCHSD is working to advise customers to continue to pay their bills. A primary concern is the potential for quick funding depletions at the end of the moratorium. Customers will be allowed four months to pay their balances, but this will easily result in high bills. Ms. Mendez also shared that APS funding provided through Wildfire has decreased significantly from approximately \$149,000 to \$45,000 in SFY20. To address this issue, Ms. Mendez is chairing a committee to make recommendations to the Home Energy Assistance Fund (HEAF) Board. MCHSD is pushing for equitable distribution of funds. Ms. Mendez noted that commissioners may be called to provide support and address the HEAF Board. MCHSD is looking to demonstrate how funding can have a direct impact on local communities. Ms. Mendez will share her findings and final recommendations for the HEAF Board with the Commission Board.

### **Update – Community Initiatives 2020**

Ms. Mendez shared that MCHSD moved forward with the approved community initiatives and put out funding for CAPS to address concerns identified through the need's assessment and strategic planning. These initiatives will be to address the Results Oriented Management and Accountability (ROMA) national goals. The final funding allocations will be added to the dashboard indicators later in the year to provide the commission with updates on the new projects. Ms. Mendez noted that most initiatives address goal one – family outcomes but will be looking for future collaborations with health organizations to determine how MCHSD can work along side on addressing the Social Determinants of Health.

Ms. Mendez also shared that MCHSD is close to signing a contract with APS to identify a department wide program to enroll Workforce, Weatherization and Head Start families onto the E-3 program. The proposed contract is scheduled to be reviewed by the Maricopa County Board of Supervisors on July 29, 2019.

## 5. **Action Items**

- **Approval of Meeting Minutes from the April 22, 2019 Meeting**

The motion to approve the April 22, 2019 meeting minutes with amendments was made by Councilman Carnero. Councilman Winters seconded the motion. The motion carried unanimously.

### **Call to Public**

- City of Scottsdale CAP Director, Eugene Munoz-Villafane shared that Vista El Camino will host a back to school program next week Wednesday. They are hoping to see new families and in anticipation of the heat, the event will be held indoors. He also shared that Scottsdale CAP is part of the Community Initiatives for 2020. Workforce improvements have been delayed until September. They are looking to hire someone soon, unfortunately none of the candidates were selected from the first initial round of interviews.
- City of Tolleson CAP Director, Santiago Cornejo shared that City of Tolleson will be hosting a grand opening for their new Parks and Recreation center. The opening will take place on July 26 at 5PM. City of Tolleson will also be opening a new library on July 24<sup>th</sup>, 2019.
- Paul Bernardo with City of Surprise thanked Sandra Mendez and Cathy Chiang for their efforts and for working closely with City of Surprise CAP to expend all funds.
- Sandra Mendez shared that MCHSD is looking at best practice models and sharing with other agencies to replicate top tier services in other areas of Maricopa County. Ms. Mendez also shared that funding was made available for CAP offices to participate at national conferences. The next conference Community Action Partnership conference is taking place in Chicago on August 30, 2019.
- Ms. Mendez also shared that she has been elected to the NEUAC Board and will attend a meeting in Maine on August 1, 2019 for strategic planning.
- Ms. Mendez shared that the next Management and Training conference will be held in Puerto Rico.
- Ms. Bonnie Temme complimented Sandra and her team for their ability to serve customers and expend funding.
- Councilman Vital thanked Sandra and Eddie for working with the Guadalupe CAP office and providing needed training. Ms. Mendez noted that Guadalupe CAP Director, Catalina, has been working hard and has produced amazing work.

## 6. **Adjournment**

Chairman Jayson Matthews adjourned the meeting at 7:07 PM

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

Monday, September 23, 2019 at 6:00 pm 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.*