

**MINUTES OF THE
HOUSING AND HUMAN SERVICES COMMISSION
BASIC NEEDS SUBCOMMITTEE
235 S. Arizona Avenue, Chandler, AZ 85225
Wednesday, February 15, 2023, at 6:00 p.m.**

CALL TO ORDER / ROLL CALL

Subcommittee Chair Heather Mattisson called the Basic Needs Subcommittee meeting to order at 6:07 p.m.

Housing and Human Services Commissioners and Subcommittee Panel Members present: Cecilia Hermosillo, Heather Mattisson, Karen Tepper, Phillip Hubbard, and Rori Minor.

Housing and Human Services Commissioners and Subcommittee Panel Members absent: Jeff Reynolds (excused).

Staff present: Karin Bishop, Community Development Senior Program Manager, Dylan Raymond, Community Development Associate, and Monica Thompson, Community Development Associate.

Public Present: None.

DISCUSSION

1. Discussion of Fiscal Year 2023-2024 Basic Needs Proposals; Determine if Additional Questions are Necessary.

Community Development Associate Dylan Raymond provided an overview of the meeting. He explained to commissioners and subcommittee panel members that they would have an opportunity to identify outstanding questions before finalizing their individual scores. If staff could not answer questions, additional information would be requested from the organization.

Subcommittee Chair Mattisson facilitated a discussion of each application to identify the need for additional information from agencies. The Basic Needs Subcommittee requested additional information from the applicants listed below.

- A New Leaf - A New Leaf's Housing Support Services at Erie
 1. The request is for .5 FTE to provide job coaching to 15 Chandler residents. Explain the need for a .5 position to serve 15 persons.
 2. Provide a detailed explanation of administrative costs.
 3. Describe the need for \$9,000 in client supplies for 15 persons.
- A New Leaf - La Mesita Family Shelter
 1. Is the Support Partner position you have requested funding for a new position?
 2. You have requested 1 full-time Support Partner position to serve 15 Chandler residents experiencing homelessness. Explain the need for a full-time position to serve 15 individuals.
 3. Question 6 indicates 15 Chandler persons will be served. Question 7 indicates 16 Chandler persons will be served. Please clarify.

- AZCEND - Chandler Food Bank Basic Needs Program
 1. Does AZCEND have plans to develop and implement DEI policies? If so, what is the timeline? Please describe how diversity is represented in the Board and staff.
- AZCEND - Interfaith Homeless Emergency Lodging Program - IHELP
 1. Describe how case management services are delivered. Include at minimum position qualifications, method and frequency of service delivery, plans or other tools utilized, and how client progress is measured.
 2. Describe the process for selecting peer monitors, supervising their work, and addressing identified issues.
 3. Does AZCEND have plans to develop and implement DEI policies? If so, what is the timeline? Please describe how diversity is represented in the Board and staff.
- AZCEND - Neighborhood Assistance Services (NAS)
 1. This application requests \$97,500 for staff and \$92,500 for direct financial assistance. How many households will receive financial assistance? What is the average payment? How many households will receive case management services?
 2. Explain how a reduction in funding would affect the number of households receiving direct financial assistance and the number of households receiving case management services.
 3. List other fund sources for this program and as the amounts that will go towards direct assistance and service delivery.
 4. Describe how client and financial data is collected and reported.
 5. Does AZCEND have plans to develop and implement DEI policies? If so, what is the timeline? Please describe how diversity is represented in the Board and staff.
- Catholic Charities Community Services, Inc. - My Sister's Place Domestic Violence Shelter
 1. No questions.
- CeCe's Hope Center - She's Safe!
 1. The FY 22/23 mid-term report indicated serving zero Chandler residents. The FY 23/24 applications proposes to serve 20 Chandler residents. Describe efforts made to ensure Chandler residents in need of services are identified and served.
- Child Crisis Arizona - FANS Locker Room for Children, Youth, and Families in Need
 1. Describe how program participants are identified and referred to the program.
 2. The proposal indicates one household composed of 5 persons will be served with Chandler funds. Is this accurate? If not please clarify.
- Community Bridges, Inc. - CBI Chandler Mobile Community Outreach and Crisis Stabilization
 1. No questions.
- Hope for Addiction, Inc. - Freedom House
 1. There are several references to partnerships with faith-based organizations (Jesus Cares Ministries, Gospel Centered Biblical Counseling, relationships with local pastors and church members). Is participation in religious activities required to receive Freedom House Services?
- Inspiring Women On a Mission - Feed the Need
 1. No questions

- Matthew's Crossing Food Bank - Emergency Food Assistance Programs
 1. Question 6 indicates that 4,500 Chandler residents will be served with Chandler funds. Questions 7 and 8 indicate that 1,125 Chandler residents will be served with Chandler funds. Please clarify.

Mr. Raymond provided an overview of how to review and score applications in ZoomGrants. Additionally, he demonstrated to the subcommittee where to find the staff technical reviews and agency responses to the subcommittee questions. He informed the subcommittee that an estimated amount available for allocation to the Basic Needs Subcommittee would be provided at the next subcommittee meeting. The Subcommittee members should complete their scoring sheets, votes, and recommended amounts in ZoomGrants by March 30, 2023.

MEMBERS COMMENTS / ANNOUNCEMENTS

None.

CALENDAR

2. HHSC Meeting Wednesday, March 1, 2023, at 6:00 p.m.
3. HHSC Basic Needs Subcommittee Meeting Wednesday, March 8, 2023, at 6:00 p.m.
4. Basic Needs Subcommittee Individual Scores Finalized by March 30, 2023.
5. HHSC Basic Needs Subcommittee Meeting Wednesday, April 5, 2023, at 6:00 p.m.

INFORMATION ITEMS

Mr. Raymond announced to the subcommittee that the 2023 Chandler State of the City is on February 16, 2023. Mr. Raymond added that everyone is invited to attend the event, which will be held at Chandler Center for the Arts doors open at 5:30 p.m., and the event starts at 6:30 p.m.

ADJOURN

The meeting adjourned at 7:47 p.m.

Dated: _____

Subcommittee Chair Heather Mattisson

Recording Secretary Monica Thompson