

Maricopa County Community Services Commission  
Monday, June 22, 2020 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**

<b>MEMBERS</b>		
<b>Public Sector</b>	<b>Private Sector</b>	<b>Consumer Representative</b>
	Jayson Matthews Valley of the Sun United Way	Jessica Gonzalez Low-Income Representative
	Adonis Deniz Jr. Mercy Care	Pam DiPietro Low-Income Representative
	Lauriane Hanson Equality Health	
	Bonnie Temme Salt River Project	
<b>MEMBERS</b>		
<b>Public Sector</b>	<b>Private Sector</b>	<b>Consumer Representative</b>
Councilman Ricardo Vital, Guadalupe		
Councilman Roland Winters, Surprise		
<b>GUESTS AND STAFF PRESENT</b>		
<b>Guests</b>	<b>Staff</b>	
No Guest	Sandra Mendez, Community Services Assistant Director	
	Norma Gallegos, CS Eviction Prevention Prog. Coordinator	
	Cathy Chiang, CS Community Action Program Manager	
	Nayeli Martinez, Community Services Commission Liaison	
	Charlene Gardner, CS Management Assistant	
	Luke Emerson, CS Management Analyst	

**1. Call to Order**

Chairman, Jayson Matthews, called the meeting to order at 6:01 P.M.

**2. Roll Call**

Ms. Nayeli Martinez conducted roll call. Six (6) of the nine (9) seated Commission members were present. A quorum was established.

**3. Pledge of Allegiance**

The pledge was led by Chairman, Jayson Matthews.

**4. CAA Report**

- **Dashboard Indicators (DI) Reports**

Ms. Sandra Mendez provided an overview of the Dashboard Indicator Report, reflecting the depletion of direct service dollars. Ms. Mendez recognized Ms. Cathy Chang and her team for working with CAP offices on their spending efforts. She shared that most of the CAP contractors are close to 99% expended, some being at 100%. The overall expenditure for Maricopa County is 97.6%, as of last week.

The infusion of APS funds along with the additional SRP's COVID CARES that was provided in April, has been spent down greatly.

Eviction prevention funds were provided by ADOH in the amount of \$319,000 for a pilot program. The program was led by Ms. Norma Gallegos and one case worker. A total of \$249,490 was expended with 139 households served. 70-80% of those households sustained their living situation for 90 plus days, as a result of the assistance that was received by MCHSD.

Ms. Mendez stated CSBG was allotted in the amount of \$176,831. Funds were requested and made available to those agencies. Funds are almost completely depleted, \$176,804 has been expended with 257 households served.

Ms. Mendez shared that the TANF/STCS program requires a child in the home. This program was funded at \$385,062. From this amount, \$384,250 has been expended with 336 households served, leaving this program at almost 100% expended.

Ms. Mendez provided a summary of the utility dollars expended. APS funds have been expended at 99.73%, allowing MCHSD to serve 958 unduplicated households. Current year funding levels went down significantly.

SRP funds has been expended at 99.89%, allowing MCHSD to serve 232 unduplicated households.

URRD funds have been expended at 69.73%, allowing MCHSD to serve 193 unduplicated households. This fund is only used for utility deposits, resulting in slower expenditure rate. The allocation for next year is similar to current funding level.

MCHSD received \$3.6 million in LIHEAP funds which has been fully expended, resulting in 5,500 households served.

SWG funds were received in the amount of \$49,230 and is expended at 99.39%, serving 239 households. SWG E-Share has fully been expended with \$32,134 spent.

- **ADOH Rental and Eviction Prevention Program (REPAP) Update**

The Governor's Office made an announcement in March that \$5 million was made available from the State Housing Trust Fund to help families with eviction prevention, impacted by the COVID19 Pandemic. Funds were contracted to Community Action Agencies across the state. Ms. Mendez shared her team's efforts in executing the program and expediting rental assistance payments.

On April 1, 2020, MCHSD was awarded \$550,000. From this amount, \$110,000 was allocated for administrative capacity; \$440,000 was allocated for rental assistance. This program is currently 46.33% expended. Ms. Mendez expressed some challenges; however, Maricopa County leads the state in the number of households served. Funding is available through December 31, 2020.

In addition, Ms. Mendez shared that MCHSD was awarded \$153,309 in SRP COVID-19; through an amendment to the Wildfire agreement. \$125,332 has been spent with an expenditure rate of 81.43%

- **CARES Crisis Assistance Program - 30 Million**

June 10<sup>th</sup>, Board of Supervisors (BOS) approved Ms. Mendez's proposal of spending \$2-3 million using the ADOH platform. Ms. Mendez stated that the funding level later increased to \$30 million dollars. Ms. Mendez explained that the BOS understands there is a high demand for eviction prevention services, especially with the eviction moratorium ending on July 22, 2020. BOS made funds available to certain cities that did not receive CARES funds. MCHSD will target those cities that did not receive CARES funding, including the City of Glendale. MCHSD will enter a contract with the City of Glendale to provide services.

MCHSD developed contract amendments for the implementation of the CARES Crisis Assistance Program. The \$30 million was distributed to the contractors, using a funding formula which was created within a two-day turnaround. The funding formula is based on 300% of poverty threshold to allow households that were heavily impacted to catch up. Maximum threshold per household is up to \$4,500 for three months.

CARES Program launches July 6, 2020 per Ms. Mendez. Policy still needs to be reviewed by the County legal department and auditor.

Ms. Mendez briefly summarized the qualifying circumstance or needs which household/client would qualify for assistance. Training will be provided in July to case workers to bring them up to date with new procedures.

Ms. Mendez stated that the CARES Program funds will be closely monitored; if funds need to be moved MCHSD will reallocate funds, as needed.

- **SFY21 IGA / Contracts Updates**

Intergovernmental agreements (IGA) are fully executed. Those contracts that was due to expire June 30,2020, have been extended for six months, due to the pandemic. All contracts have been extended through December 31, 2020.

Amendment No. 5 to the IGAs is pending execution and will extend contracts through June 30, 2021, allowing for a full 12- month program. Amendment No.5 includes the \$30 million dollars CARES ACT. Amendments are scheduled for BOS approval on June 24, 2020.

All contracts should be ready and in place by July 1, 2020 per Ms. Mendez.

- **SFY21 Needs Assessments Update**

Ms. Norma Gallegos shares that the implementation of the Community needs Assessment has been postponed. DES granted a waiver which will expire next year. MCHSD plans to collaborate with United Way in the development of a Needs Assessment. Meeting with United way will be held in July 2020.

- **Commission Orientation Update**

Ms. Nayeli Martinez shared that there were two new applicants for low income seats. Due to COVID19, interviews with the applicants have been postponed. There are two seats available, Ms. Martinez is hopeful that participants will still be interested in serving on those seats.

Commission Orientation will be postponed due to COVID19. Proposed date will be in September 2020. Preferably on the weekend, via web. Proposed time will be sent out to plan ahead.

- **MCHSD SFY19 Financial Audit -Now Available**

No finding for CSBG

<https://www.maricopa.gov/DocumentCenter/View.59235/Maricopa-County-June-30-2019-Single-Audit>

- **Commission Meeting – Proposed dates**

August 17, 2020  
October 19, 2020  
January 25, 2021  
March 22, 2021

May 24, 2021

**5. Action Items:**

- **Approval of Meeting Minutes for March 23, 2020**

Motion to approve the Meeting Minutes for March 23,2020 was made by Ms. Laurine Hanson. Ms. Jessica Gonzalez second the motion. The motion was passed unanimously.

- **Approval of SFY21 Commission Meeting Schedule**

Motion to approve the SFY21 Commission Meeting Schedule was made Ms. Bonnie Temme. Mr. Adonis Deniz Jr. second the motion. The motion was passed unanimously.

**6. Call to Public**

- **Commissioner Member Updates**

Ms. Hanson announced that they will be hosting three event on the impact of COVID19. (Hosting in English and Spanish.)

- Resources Available to You
- Keeping Yourself and Family Safe
- Mental Health

**7. Adjournment**

Chairman, Jayson Matthews adjourned the meeting at 7:23 P.M.

**Next Meeting of the Maricopa County Community Services Commission  
Monday, August 17, 2020 at 6: P.M. to be held at  
234 N. Central Ave. #3000, Phoenix, AZ 85004**