



# City of Apache Junction, Arizona

## Meeting Minutes Health and Human Services Commission

Meeting location:

City Council Chambers  
300 E Superstition Blvd.  
Apache Junction, AZ  
85119

www.ajcity.net  
P: (480) 982-8002

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Monday, February 24, 2020

6:00 PM

City Council Chambers

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### 1. Call to Order

Chair Erickson called the meeting to order at 6:00 pm.

### 2. Pledge of Allegiance

Chair Erickson led the Pledge of Allegiance.

### 3. Roll Call

**Present**            4 -    Commissioner Borey  
                                 Chairperson Erickson  
                                 Commissioner Gerstner  
                                 Vice Chair Daniels

Heather Patel, Program and Resource Manager  
Barbara Kelly, Senior Administrative Assistant  
Jennifer Pena, City Clerk

### 4. Approval of Agenda

[20-079](#)            Consideration of approval of agenda.

**Commissioner Daniels moved to approve the agenda. Commissioner Gerstner seconded the motion.**

**Yes:**                    4 -    Commissioner Borey, Chairperson Erickson, Commissioner Gerstner and Vice  
                                 Chair Daniels

**No:**                    0

### 5. Approval of Minutes

[20-092](#)            Consideration of approval of regular meeting minutes of September 19, 2019  
and December 19, 2019.

**Vice Chair Daniels moved to approve the minutes. Commissioner Borey seconded the motion.**

**Yes:**                    4 -    Commissioner Borey, Chairperson Erickson, Commissioner Gerstner and Vice  
                                 Chair Daniels

**No:**                    0

### 6. Public Hearings

### 7. Old Business

## 8. New Business

[20-080](#)

Election of chairperson and vice chairperson.

Vice Chair Daniels moved to open the nominations for the chair person. Commissioner Gerstner seconded the motion.

Yes: 4 - Gerstner, Borey, Daniels, Erickson

No: 0

Chair Erickson called for nominations for the chair.

Vice Chair Daniels nominated Mary Erickson for the chair position.

Chair Erickson called for nominations a second and third time.

Chair Erickson called for a motion to close the nominations.

Vice Chair Daniels moved to close the nominations. Commissioner Borey seconded the motion.

Yes: 4 - Erickson, Daniels, Borey, Gerstner

No: 0

Chair Erickson called for a motion to approve the nomination of Mary Erickson as the chair.

Vice Chair Daniels moved that Mary Erickson be approved for chair person. Commissioner Gerstner seconded the motion.

Yes: 4 - Daniels, Borey, Gerstner, Erikson

No: 0

Chair Erickson called for a motion to open the nominations for vice chair.

Vice Chair Daniels moved to open the nominations for the vice chairperson. Commissioner Borey seconded the motion. Approved in a vote of 4 in favor and none opposed.

Yes: 4 - Daniels, Gerstner, Borey, Erickson

No: 0

Chair Erickson called for nominations for the vice chair.

Commissioner Gerstner nominated Sharleen Daniels for vice chairperson.

Chair Erickson called for nominations a second and third time.

Chair Erickson called for a motion to close the nominations.

Vice Chair Daniels moved that the nominations for vice chairperson be closed. Commissioner Gerstner seconded the motion.

Yes: 4 - Gerstner, Borey, Daniels, Erickson

No: 0

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Chair Erickson called for a motion to approve the nomination of Sharleen Daniels as vice chair.

Commissioner Gerstner moved to approve Sharleen Daniels as vice chairperson. Commissioner Borey seconded the motion.

Yes: 4 - Gerstner, Borey, Daniels, Erickson

No: 0

[20-081](#) Presentation and discussion on compliance with Fiscal Year 2019-2020 agreements.

Program and Resource Manager Patel gave a presentation on compliance with Fiscal Year 2019-2020 agreements.

[20-077](#) Presentation and discussion on the applications submitted for Fiscal Year 2020-2021 funding.

Program and Resource Manager Patel gave a presentation and the commission discussed the applications received for Fiscal Year 2020-2021 funding. Applications were received by the Apache Junction Community Development Corporation, the Boys and Girls Club, Community Alliance Against Family Abuse, Empowerment Systems, the Genesis Project, Horizon Health and Wellness, and the Superstition Food Bank.

[20-082](#) Presentation, discussion and consideration of the need for an electronic system for application submittals, commission scoring process, and reporting.

Vice Chair Daniels moved to proceed with the procurement of an online for award management. Commissioner Borey seconded the motion.

Chair Erickson moved to amend the motion to proceed with the procurement of an online system for an award management and amend the city code to allow for electronic submission of applications and financial reporting and quarterly reporting.

Vice Chair Erickson accepted the amendment to the motion. Commissioner Borey seconded the motion.

Yes: 4 - Gerstner, Borey, Daniels, Erickson

No: 0

Vice Chair Erickson moved to proceed with the amended procurement that was proposed by Mary Erickson. Commissioner Gerstner seconded the motion.

Yes: 4 - Gerstner, Borey, Daniels, Erickson

No: 0

Program and Resource Manager Patel gave a presentation on the need for an electronic system for application submittal, commission scoring process, and reporting.

The commission and staff discussed the different needs of the commission and how an electronic system would benefit the commission, staff and applicants.

[20-083](#)

Presentation, discussion and consideration of proposed changes to the Fiscal Year 2020-2021 agreement for Health and Human Services.

**Vice Chair Daniels moved the proposed changes be accepted. Seconded by Commissioner Borey.**

**Yes:** 4 - Commissioner Borey, Chairperson Erickson, Commissioner Gerstner and Vice Chair Daniels

**No:** 0

Program and Resource Manager Patel gave a presentation on proposed changes to the Fiscal Year 2020-2021 agreement for Health and Human Services.

The commission and staff discussed reporting requirements for city residents. They also discussed that it will be presented to the city council for approval at the end of March or beginning of April.

[20-086](#)

Presentation and discussion regarding quorum and attendance requirements of commission members.

Chair Erickson discussed the need for commissioners to attend the meetings.

The commission and staff discussed the importance of attendance due to the amount of items on future agenda.

[20-084](#)

Presentation and discussion on how the commission would like to receive their agenda packets.

The commission and staff discussed how they would like to receive their agenda packets.

[20-085](#)

Presentation, discussion and consideration of future meeting times and dates.

**Vice Chair Daniels moved that the Health and Human Services Commission hold regular meetings on the 4th Thursday of the month at 6:00 pm. Commissioner Gerstner seconded the motion.**

**Yes:** 4 - Commissioner Borey, Chairperson Erickson, Commissioner Gerstner and Vice Chair Daniels

**No:** 0

The commission and staff discussed future meeting dates and times.

**9. Information and Reports**

**10. Staff Report**

**11. Selection of Meeting Dates, Times, Location and Purpose**

[20-093](#)

Consideration of the next regular meeting date, time, purpose and location.

**Vice Chair Daniels moved that the Health and Human Services Commission hold a regular meeting on March 26th at 6:00 pm in the city council chambers located at 300 E. Superstition**

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**Boulevard. Seconded by Commissioner Borey.**

**Yes:** 4 - Commissioner Borey, Chairperson Erickson, Commissioner Gerstner and Vice  
Chair Daniels

**No:** 0

## **12. Adjournment**

**Chairperson Erickson adjourned the meeting at 7:19pm.**

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Mary Erickson  
Chairperson