



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

Thursday, November 19, 2020

6:00 PM

City Council Chambers

A. Call to Order

Chair Erickson called the meeting to order at 6:05pm.

B. Pledge of Allegiance

Chair Erickson led the meeting attendees in the Pledge of Allegiance.

C. Roll Call

Present 4 - Commissioner Mitchell
 Commissioner Borey
 Commissioner Kinner
 Chairperson Erickson

Excused 1 - Commissioner Gerstner

Staff in Attendance:

Jennifer Pena, City Clerk
Jill Bright, Deputy City Clerk
Joel Stern, City Attorney

D. Approval of Agenda

1. [20-526](#) Consideration of approval of agenda.

Commissioner Borey moved, seconded by Commissioner Mitchell that the agenda be approved as presented.

Yes: 4 - Commissioner Mitchell, Commissioner Borey, Commissioner Kinner and
 Chairperson Erickson

No: 0

Excused: 1 - Commissioner Gerstner

E. Approval of Minutes

2. [20-527](#) Consideration of approval of regular meeting minutes of July 23, 2020.

Commissioner Borey moved, seconded by Commissioner Kinner that the regular meeting minutes of July 23, 2020 be approved.

Yes: 4 - Commissioner Mitchell, Commissioner Borey, Commissioner Kinner and
 Chairperson Erickson

No: 0

Excused: 1 - Commissioner Gerstner

F. Public Hearings

G. Old Business

H. New Business

3. [20-626](#) Election of Chair and Vice Chair.

Commissioner Erickson moved, seconded by Commissioner Borey that this item be continued to the next scheduled commission meeting when all commissioners will be present.

Yes: 4 - Commissioner Mitchell, Commissioner Borey, Commissioner Kinner and Chairperson Erickson

No: 0

Excused: 1 - Commissioner Gerstner

City Clerk Jennifer Pena explained that the commission can continue this item if they would like to wait until all commissioners are present.

4. [20-529](#) Presentation and discussion on code of conduct, conflicts of interest, open meeting law, public record law and parliamentary procedures by City Attorney Joel Stern.

City Attorney Joel Stern presented on code of conduct, conflicts of interest, open meeting law, public record law and parliamentary procedures in which all commission members should follow.

5. [20-625](#) Discussion and possible direction to staff regarding possible amendments to the Apache Junction City Code Volume 1, Chapter 2, Mayor, Council and Appointed Boards and Commissions, Article 2-14: Financial Assistance, as it relates to the requirements set forth by Ordinance 659.

Commissioner Borey moved, seconded by Commissioner Kinner to direct staff to continue this item to the next scheduled commission meeting when all commissioners will be present.

Yes: 4 - Commissioner Mitchell, Commissioner Borey, Commissioner Kinner and Chairperson Erickson

No: 0

Excused: 1 - Commissioner Gerstner

City Clerk Jennifer Pena explained that the previous commission and non profits had an issue with what is considered an audited report and the previous commission asked that the city code be reviewed and a recommendation be made to city council on how to proceed with the word audit. Ms. Pena presented the definition of an audit and that it is currently required by Ordinance 659. She explained that a CPA audit can be very expensive and not financially feasible for many of the local small non profits. Ms. Pena explained that the commission can take the information given and research it more and come back to a future commission meeting with a recommendation or make a recommendation now.

The commission discussed how different sized non profits perform audits and the timeline of presenting an amendment to council.

6. [20-534](#) Discussion and possible update on selection of a scheduled Health & Human Services Commission meeting day and time.

Commissioner Erickson moved, seconded by Commissioner Borey to continue this item to the next scheduled commission meeting when all commissioners will be present.

Yes: 4 - Commissioner Mitchell, Commissioner Borey, Commissioner Kinner and Chairperson Erickson

No: 0

Excused: 1 - Commissioner Gerstner

City Clerk Jennifer Pena explained that with a new commission it is customary to reset the meeting day and time.

I. Information and Reports

Chairperson Erickson reported that COVID is rising and reminded the community to follow CDC guidelines.

J. Staff Liaison's Report

City Clerk Jennifer Pena reported that staff will be sending out information to the commission relating to non profit information before the next commission meeting.

K. Selection of Meeting Dates, Times, Location and Purpose

7. [20-528](#) Schedule next commission meeting in the city council chambers located at 300 E. Superstition Boulevard.

Commissioner Erickson moved, seconded by Commissioner Mitchell that the commission hold the next regular meeting on December 17, 2020 at 6:00pm in the city council chambers located at 300 E. Superstition Boulevard.

Yes: 4 - Commissioner Mitchell, Commissioner Borey, Commissioner Kinner and Chairperson Erickson

No: 0

Excused: 1 - Commissioner Gerstner

L. Adjournment

Chair Erickson adjourned the meeting at 7:14pm.

Mary Erickson
Chairperson