

**City of Hayward
Citizens Advisory Commission
Special Meeting**

**Hayward City Hall – Room 2A
777 B Street, Hayward, California
Wednesday, May 16, 2007**

6:30pm

Agenda

- I. Call to Order
- II. Pledge of Allegiance
- III. Attendance
- IV. Public Comments: *(NOTE: The Public Comments section provides an opportunity to address the Citizens Advisory Commission {CAC} on items not listed on the agenda. The Commission welcomes your comments and requests that speakers present their remarks in a respectful manner, within established time limits, and focus on issues which directly affect the City or are within the jurisdiction of the City. As the Commission is prohibited by State law from discussing items not listed on the agenda, your item will be taken into consideration, and may be referred to staff. Speakers will be limited to 5 minutes each.)*
- V. Approval of Summary Notes of the April 18, 2007 Citizens Advisory Commission (CAC) Regularly Scheduled Meeting.
- VI. Annual Dinner Committee Report
- VII. Discussion re: Future CAC Volunteer Community Event
- VIII. Presentation re: State of Homelessness in Hayward
- IX. Future Agenda Items:
 - A. FY 07-08 Liaison Assignments (July)
 - B. Review of CDBG Request for Proposals Packet (July)
 - C. Other...
- X. Adjournment

CAC summary notes are available by fax, e-mail, or regular mail. For more information, please call (510) 583-4250.

Please do not wear scented products. Persons with environmental sensitivities may be in attendance. Assistance will be provided to those requiring accommodations for disabilities in compliance with the Americans with Disabilities Act of 1990. Please request the accommodation at least 72 hours in advance of the meeting by calling (510) 583-4250, or by calling the TDD line for those with speech and hearing disabilities at (510) 247-3340.



**City of Hayward
Citizens Advisory Commission
Regular Meeting
April 18, 2007
6:30pm**

Summary Notes

- I. CDBG Funded Agency Spring Tour:** Members of the Commission met at City Hall at 1pm to tour five of the organizations that received funding in FY 2006-07. The agencies visited include: the Alameda County Community Food Bank, the Emergency Shelter Program, the SAVE-WINGS transitional housing program, the Seventh Step Foundation transitional housing program and the Tiburcio Vasquez Health Clinic in Hayward. The tour group returned to City Hall around 5pm, ate dinner and then convened for the regular Commission meeting.
- II. Call to Order:** Chairperson Loché called the meeting to order at 6:31pm.
- III. Pledge of Allegiance:** The Pledge of Allegiance was recited.
- IV. Attendance:** Commissioners in attendance signed the Attendance Sheet.

Note: Record of attendance is kept from June 2006 through May 2007.

| Commissioners | Present This Meeting | All Meetings Year to Date | | Regular Meetings Only Year to Date | |
|-------------------------------|----------------------|---------------------------|--------|------------------------------------|--------|
| | | Present | Absent | Present | Absent |
| Diane Balloue | X | 9 | 1 | 9 | 1 |
| Peter Cabezas ¹ | 0 | 8 | 1 | 8 | 1 |
| Tony Carballo ¹ | X | 8 | 1 | 7 | 2 |
| April Chan | 0 | 8 | 2 | 8 | 2 |
| Giavanni S. Coleman | X | 7 | 0 | 7 | 0 |
| Miguel Delgado ¹ | X | 6 | 3 | 6 | 3 |
| Peggy Guernsey ² | X | 3 | 0 | 3 | 0 |
| Robert Imazumi | X | 8 | 2 | 8 | 2 |
| Sara Lamnin ¹ | X | 9 | 0 | 9 | 0 |
| Lynnette Linnen ¹ | X | 9 | 0 | 9 | 0 |
| Rodney Loché (Chair) | X | 10 | 0 | 10 | 0 |
| Dianne McDermott (Vice-Chair) | X | 9 | 1 | 9 | 1 |
| Kathryn Morris | X | 10 | 0 | 10 | 0 |
| Beverly Reliford | X | 10 | 0 | 10 | 0 |

¹ - Term started July, 2006

² - Term started February, 2007

City Council Member Barbara Halliday was also in attendance.

Staff in Attendance:

David Korth, Neighborhood and Economic Development (NED) Manager
Anne Culver, Community Development Specialist

Guests in Attendance: Guests in attendance signed the Guest Sign-In Sheet.

V. Public Comments:

Commissioner Coleman spoke about the HUSD teachers strike. She shared a letter written by Mr. Jeff Cook, member of the HUSD School Board and expressed concern about the letter. She encouraged all concerned parties to resolve the strike in a quick and fair manner for the sake of the students and the community as a whole.

Commissioner Guernsey shared information about a community-wide fundraising event sponsored by the South Hayward Neighborhood Collaborative, which is designed to help raise funds for all Hayward nonprofit organizations. The event is called the Heart 2 Heart Run, and is scheduled to take place May 19 and 20, 2007. I will be located at California State University East Bay (i.e., Hayward) and will coincide with the Vive tu Vida! Get up – Get Moving Health and Cultural Festival at the same time and location.

City Councilmember Halliday indicated that the Family Emergency Shelter Coalition (FESCO) will also be holding its annual fundraising event on May 12, 2007 called the Shelter Shuffle. This is a walk/run-a-thon at the San Leandro Marina on Monarch Bay Drive in San Leandro. Registration is at 8am; and the event starts at 9am. The funds raised will go to family shelters in Alameda County.

VI. Approval of the March 28, 2007 CAC Regular Meeting Summary Notes

Commissioner Linnen made a motion to approve the March 28, 2007 CAC Regular Meeting Summary Notes as submitted. Commissioner Morris seconded the motion, which was approved unanimously.

VII. City of Hayward Emergency Preparedness Plans and Procedures: Hayward Fire Department Captain Charmaine Giel presented information pertaining to the plans and procedures of the City for responding to and preparing for disasters. Captain Giel handed out materials and described the City's Emergency Operation Center policies and procedures. A copy of the distributed materials is available from the City's Community and Economic Development Department.

VIII. FY 2007-08 Community Development Block Grant (CDBG) Funding Process De-Brief: After much discussion, it was recommended that a review of the CDBG Request for Proposal (RFP) application packet be agendaized for a future meeting. It was agreed that July would be a good time for this Commission to discuss this item. Commissioner Loché also encouraged all members of the Commission to attend the April 24th CDBG Public Hearing at which the City Council will make the final funding decisions for FY 2007-08.

IX. Appointments to the CAC Nominations Committee: The charge of the Nominations Committee is to identify a slate of candidates from the Commission to serve as Commission officers (i.e., Chairperson, Vice-Chair and Parliamentarian) in the forth coming fiscal year. Chairperson Loché appointed the following Commissioners to serve on this Committee:

- McDermott
- Linnen
- Lamnin
- Cabezas*

*It was also mentioned that Commissioner Cabezas, who was not present, may also have expressed interest in serving on the Committee. Chairperson Loché asked staff to contact Commissioner Cabezas to determine is level of interest in serving on the Committee. If interested, he will be informed that he too has been appointed.

X. Staff Reports (Oral Non-Action Items):

XI. CDBG Related Announcements and Advisories: Acting Social Services Planning Manager Culver described to the Commission the nature of the CDBG Timeliness Test – a period in time each year that the federal Housing and Urban Development Department (HUD) assesses whether or not each jurisdiction that receives CDBG funds are expending those funds in a timely manner. This is a detailed and complex process that the City is currently undertaking. It was reported that the City will meet the Timeliness Test again this year.

XII. An update on the status of the South Hayward Multi-service Community Center Work Group was provided to the Commission by NED Manager Korth along with Commissioners Imazumi, Lamnin, Linnen and Cabezas who serve as liaisons to the Work Group. The Work Group is charged to assist City staff in developing a recommendation to the City Council regarding the types of health and human services that should be located at a future facility to be developed at the current Eden Youth and Family Center site in South Hayward. It was reported that the Work Group most recently reviewed a study of the community services currently offered in and around this site, will be reviewing information about various models of similar multi-service projects in other jurisdictions, and are analyzing the results of community needs assessments that have already been conducted which include the South Hayward community to determine if further assessment is needed. The next meetings of the Work Group are scheduled for April 30th and May 14th 2007, at Hayward City Hall, 2nd Floor in Room 2A.

XIII. Future Agenda Items

- a. Presentation re: the State of Homelessness in Hayward (May)
- b. Annual Dinner Committee Report (May)
- c. Identification of CAC Volunteer Community Event (May)
- d. Annual Dinner Meeting / Election of FY 2007-08 CAC Officers (June)
- e. Review of CDBG Request for Proposal Packet (July)
- f. FY 07-08 Liaison Assignments (July)

XIV. Adjournment: The meeting adjourned at 8:18pm.