

CITY OF HAYWARD
COMMUNITY SERVICES DIVISION

**Joint Meeting of the
Human Services Commission and
Citizens Advisory Commission**

Regular Meeting

**777 B Street, Hayward, California
Wednesday, September 21, 2011**

7pm – Room 2-A

- I. **Call to Order**
- II. **Pledge of Allegiance**
- III. **Attendance**
- IV. **Public Comments:** *(The Public Comments section provides an opportunity to address the Commission 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, each item will be taken into consideration, and may be referred to staff. Speakers will be limited to 5 minutes each.)*
- V. **FY 12-13 Funding Forum (30 minutes)**
- VI. **Loan of HOME Funds to Eden Housing Inc. for Rehabilitation of Leidig Court Apartments, a 17-unit apartment complex affordable to low-income families.**
- VII. **September 13, 2011 City Council decision to create the Community Services Commission by consolidating the Human Services Commission and the Citizens Advisory Commission:**
 - A. **Discussion**
 - B. **Next Steps**
- VIII. **FY 12-13 Funding Process Update**

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- IX. FY 11-12 Officer Elections**
- X. Application Review Committee (ARC) Assignments**
- XI. Funded Agency Liaison Assignments**
- XII. Future Agenda Items**
 - A. Election of Officers**
 - B. Funding Process Updates**
 - C. Conflict of Interest/ Brown Act Orientation**
- XIII. Announcements**
- XIV. Adjournment**

Please do not wear scented products, as 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.



Materials related to an item on this Agenda, submitted to members of the Commission after distribution of the Agenda packet, are available for public inspection in the Community Services Division Office of the Library and Community Services Department, 777 B Street, Hayward CA 94541, during normal business hours. Such documents are also available on the City of Hayward's website at hayward-ca.gov subject to staff's ability to post the documents before the meeting.

Commission Merger Update, 9/15/2011

On Tuesday, September 13, 2011, Hayward City Council introduced an ordinance revising the Hayward Municipal Code to consolidate the Human Services Commission (HSC) and the Citizens Advisory Commission (CAC) into a single and unified Commission to be known as the Community Services Commission (CSC). This decision by Council is the culmination of several months of coordination and hard work on the part of the dedicated Commissioners who comprise the HSC and the CAC.

Members of the former Human Services Commission or the Citizens Advisory Commission, who hold office as of the effective date of the ordinance, will continue to serve as the initial members of the Community Services Commission, according to the terms of their original appointment or subsequent reappointment to the former Commissions by City Council.

The four main goals of the consolidation are to:

1. Create an easy, single point of access for nonprofit agencies to apply for multiple types of city funding;
2. Provide an open, public process for the allocation of City resources, and the opportunity for advance public discussion and recommendations to support and inform decision making by City Council; and,
3. Increase the collective impact of reduced funding in the CDBG, Social Services, and other City grant making programs, through improved coordination of those programs;
4. Strengthen relationships and interconnectedness between the Commission, City staff, City Council, funded agencies and their clients, and the Hayward community.

A key innovation in the new CSC's funding process calendar is the creation of an easy, single point of access and a single deadline for nonprofit agencies to apply for multiple types of City funding. This simplifies and streamlines the process both for the applicant agencies as well as for the Commission and staff. With all applications for City funding channeled into one application process, applications will then be sorted by the CSC into three main categories for review by the one of three Application Review Committees (ARCs). The funding recommendations in all three ARC categories will be reviewed, integrated and coordinated by the full CSC, and brought forward together to City Council for review and approval annually.

The full staff report describing the structure and functions of the consolidated Commission, as well as the full text of the ordinance, can be accessed on the City website [here](#) (beginning of page 693 of the packet). The ordinance is scheduled on the City Council consent calendar for adoption next Tuesday, September 20, 2011.

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