



**COMMUNITY SERVICES COMMISSION**

Buffalo Bill's  
1082 B Street  
Hayward, 94541

**ANNUAL DINNER MEETING AGENDA**

Wednesday, June 19, 2013 – 7PM

**I. Call to Order**

**II. Pledge of Allegiance**

**III. Attendance**

**IV. Public Comments**

*The Public Comments section provides an opportunity for members of the public 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. Approval of Summary Notes from the May 15, 2013 Regular Meeting**

**VI. FY 2013-2014 Budget Update**

**VII. Debrief of Community Engagement Open House**

**VIII. Nominations Committee Appointments**

**IX. Future Agenda Items (Nonrecurring)**

**X. Commissioner Announcements**

**XI. Adjournment**

**Community Services Commission  
June 2013 Agenda  
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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](http://hayward-ca.gov) subject to staff's ability to post the documents before the meeting.



CITY OF  
**HAYWARD**  
HEART OF THE BAY

**COMMUNITY SERVICES COMMISSION**

Wednesday, May 15, 2013

**Summary Notes**

**I. Call to Order**

Meeting called to order at 7:09PM.

**II. Pledge of Allegiance**

All in attendance recited the Pledge of Allegiance.

**III. Attendance**

Mrs. Nischik called the attendance of the Community Services Commission (CSC). Commissioners in attendance signed the Attendance Sheet.

Attendance Record In Alphabetical Order	This Meeting	All Meetings <sup>1</sup> Year to Date		Regular Year to Date		
		Commissioners	5/15	Present	Absent	Present
1. Allen-Thomas, Donna	X		7	2	7	1
2. Bonilla, Jr. Ray	X		7	2	7	1
3. Chiasson, Cynthia (Parliamentarian)	X		9	0	8	0
4. Davis, Todd	O		5	4	5	3
5. Enders, Heather	X		9	0	8	0
6. Fagalde, Diane	X		9	0	8	0
7. Guernsey, Peggy	X		7	2	6	2
8. Henderson, Ben	X		9	0	8	0
9. Lara, Robert	O		5	4	5	3
10. Leppert, Robert	X		7	2	7	1
11. Linnen, Lynnette	O		0	9	0	8
12. Manapragada, Sai	X		9	0	8	0
13. McManus, Allison	X		8	1	8	0
14. Moore, Linda (Vice-Chair)	X		9	0	8	0
15. Morales-Contreras, Liz	O		3	6	3	5
16. Samayoa, Elizabeth (Chair)	X		6	3	6	2
17. Willis Jr., Julius	X		8	1	8	0

<sup>1</sup>Includes Special Meetings and the Funded Agency Tour(s).

Community Services Commission  
Regular Meeting  
May 15, 2013  
Summary Notes

Council Member in Attendance:  
Council Member Barbara Halliday

Staff in Attendance:  
Sean Reinhart, Director of Library and Community Services  
Dana Bailey, Senior Property Rehabilitation Specialist  
Grace Kong, Administrative Analyst I  
Shauna Nischik, Administrative Analyst I  
Rachael McNamara, Administrative Secretary

Guests in Attendance:  
Guests signed the Guest Sign-In sheet.

#### **IV. Public Comments**

No public comments.

#### **V. Approval of Summary Notes from the May 15, 2013 Regular Meeting**

Commissioner Allen-Thomas motioned to approve the March 20, 2013 Summary Notes, and Commissioner Leppert seconded the motion. *The CSC approved the March 20, 2013 Summary Notes, with 13 in favor, 0 opposed, and 1 abstention.*

#### **VI. Debrief Discussion: Funded Agencies Spring Tour**

The CSC provided positive feedback regarding the tour. Highlights included the level of organization, depth of information and preparedness of the funded agencies.

#### **VII. Debrief Discussion: FY 2013-2014 Funding Process**

The CSC reviewed the FY 2013-2014 funding process, and discussed areas of strength and areas that could be improved upon. Overall the funding process was considered successful, with some attention needed in communicating with agencies not recommended for funding.

#### **VIII. Commission Best Practices**

Staff invited commissioner feedback regarding the Summary of Best Practices and Ground Rules document. It was recommended that the summary document title be edited to eliminate reference to ground rules. The document is to be used as a reference, with the document being subject to change at any given time as deemed necessary by the CSC.

#### **IX. Non Action Items**

##### **A. Community Engagement Open House**

Staff invited commissioners to attend the June 1, 2013 Community Engagement Open House.

**B. Paratransit Report**

Ms. Bailey distributed and reviewed the April Paratransit Report.

**C. Community Events**

Commissioner Henderson (Events Coordinator) shared upcoming events.

**X. Future Agenda Items (Nonrecurring)**

- A. Debrief of Community Engagement Open House
- B. Nominations Committee Appointments

**XI. Commissioner Announcements**

Commissioners shared various announcements.

**XII. Adjournment**

Meeting adjourned at 8:45PM.