

City of Hayward
Human Services Commission Meeting
777 B Street, Hayward CA 94541
Work Session Room 2-A

Wednesday, November 2, 2005
7:00 pm

- I. Call to Order
- II. Pledge of Allegiance
- III. Secretary's Roll Call
- IV. Public Comments (*NOTE: The Public Comments section provides an opportunity to address the Human Services 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, your item will be taken into consideration, and may be referred to staff. Speakers will be limited to 5 minutes each.*)
- V. Approval of October 5, 2005 Human Services Commission Meeting Summary Notes
- VI. Liaison Reports:
 - A. Legal Assistance for Seniors - Commissioner Marquez
 - B. Bay Area Community Services / Hedco House - Commissioner Marquez
 - C. International Institute - Commissioner Yates
 - D. Horizons Services - Commissioner Yates
- VII. Continued Discussion Regarding the Development of the Human Services Commission's FY 2005-06 Annual Plan
- VIII. Staff Report (Oral Report / Non-Action Items):
 - A. Social Services Update
 - B. Paratransit Report
 - C. Hate Crimes/Incidents Report
- IX. Future Agenda Items:
 - Parliamentary Procedures/ Brown Act / Conflict of Interest Law
 - Funded Agency Liaison Reports
 - Other
- X. Adjournment



Please do not wear scented products to this meeting.
People who have environmental sensitivities may be in attendance.

Assistance will be provided
to those requiring accommodations for disabilities
in accordance with the Americans with Disabilities Act of 1990.
Please request needed accommodations at least 72 hours in advance of the meeting by calling
(510) 583-4248, or by calling the TDD line for those with speech
and/or hearing disabilities at (510) 247-3340.

**City of Hayward
Human Services Commission
October 5, 2005
Regular Meeting
Summary Notes**

- I. Call to Order:** Chairperson McKeown convened the Commission meeting at 7:03 p.m.
- II. Pledge of Allegiance:** The Pledge of Allegiance was recited.
- III. Attendance:** *(Record of attendance is kept from June 2005 through May 2006):*

Commissioners	Present This Meeting	All Meetings Year to Date		Regular Meetings Only Year to Date	
		Present	Absent	Present	Absent
Lori Baptista (Secretary)	X	4	0	4	0
Mariellen Faria	X	4	0	4	0
Albert Hui	X	4	0	4	0
Lynnette Linnen	O	2	2	2	2
Elisa Marquez (Vice Chair)	X	4	0	4	0
David McKeown (Chair)	X	4	0	4	0
Chris Parker	X	4	0	4	0
Marlo Simmons	X	2	2	2	2
Marlena Uhrik	O	3	1	3	1
Doris Yates	X	4	0	4	0

Staff in Attendance: Gail Patton, NED Manager
David Korth, Social Services Planning Manager
Anne Culver, Community Development Specialist

- IV. Public Comments:** There were no public comments.
- V. Approval of the September 7, 2005 Human Services Commission (HSC) Meeting Summary Notes:** It was observed that the September 7, 2005 Summary Notes did not reflect the attendance of NED Manager Gail Patton. With this correction, Commissioner Baptista made a motion to approve the September 7, 2005 Summary Notes. The motion was seconded by Commissioner Simmons, and approved unanimously.
- VI. Hayward Unified School District Equity Task Force Presentation:** Assistant Superintendent Christine Quinn was in attendance to discuss the HUSD Equity Task Force's goal to "provide effective and cohesive district-wide educational support services for students that ensure equity and access to all programs, services and resources." She described the Task Force's strategy and progress in the local public schools. There are three elements of the Task Force's strategy that will be implemented during the 2005-06 school year: 1) Awareness building and examination of attitudes, values, and beliefs; 2) High standards and support for students to meet high standards; and 3) Collection, analysis, and use of data.

VII. Consolidated Plan Follow-up Questions: The City's Five Year Consolidated Plan was distributed at the HSC's September meeting. Commissioners did not pose any follow-up questions. Gail Patton, NED Manager, provided her contact information to the Commission so that Commissioners could reach her if questions came up in the future.

VIII. Funded Agency Liaison Reports

Silva Pediatric Dental Clinic: Commissioner Baptista distributed her Liaison Report on the Silva Pediatric Dental Clinic, which received an allocation of \$20,000 for FY 05-06 to provide dental services to low-income Hayward children.

St. Joseph's Center for the Deaf and Hard-of-Hearing: Commissioner Baptista distributed her Liaison Report on St. Joseph's Center for the Deaf and Hard-of-Hearing, which received an allocation of \$10,000 for FY 05-06 to provide individual and family counseling to individuals who are hearing impaired and their families .

South Hayward Parish: Commissioner McKeown distributed his report on the South Hayward Parish, which received an allocation of \$17,400 for FY 05-06 to pay for expenses related to the person who staffs the food pantry.

SAVE / WINGS: Commissioner McKeown distributed his report on the SAVE / WINGS transitional housing project, which received an allocation of \$7,200 for FY 05-06 to pay for expenses related to the program's Children's Counselor.

IX. Continued Discussion Regarding the HSC's 2005-06 Annual Plan: Mr. Korth distributed copies of a document that summarized the duties and powers of the Human Services Commissioners in thirteen bullet points. Commissioners discussed the first three bullet points on the list, and after discussion, requested a copy of the *Community Needs Analysis* that was conducted during FY 01-02, as a joint project with the Citizens Advisory Commission. It was decided to continue this discussion at the HSC's November meeting.

X. Staff Reports:

Social Services Update: Mr. Korth Dr. Mardanzai update.

Ms. Culver reported that City staff has been keeping close tabs on the Human Outreach Agency, which has been struggling recently with some financial problems. The agency received a \$20,000 Social Services allocation for FY 05-06 (in collaboration with *Women on the Way*) to fund infrastructure development. Staff will continue to monitor the agency's circumstances closely, and to provide monthly updates as appropriate to the HSC.

Paratransit Report: There were no Paratransit Program updates.

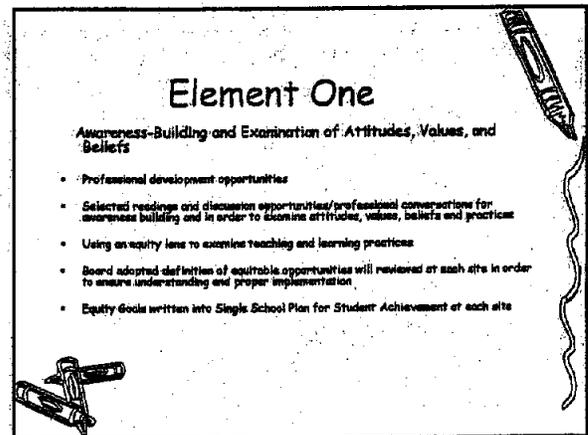
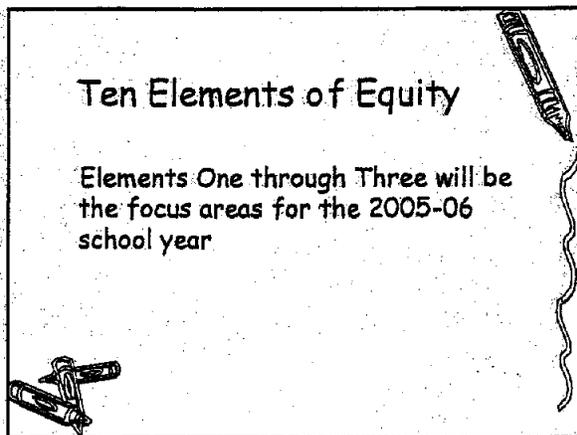
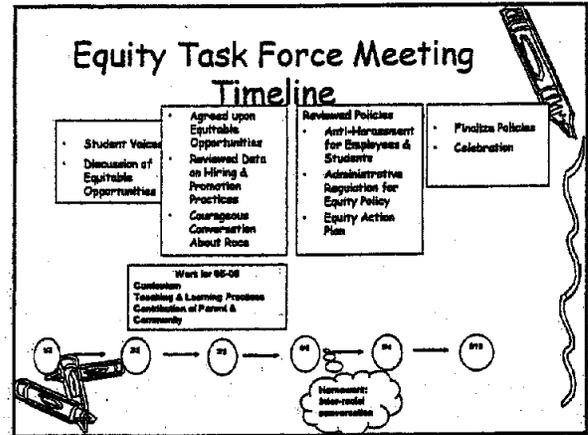
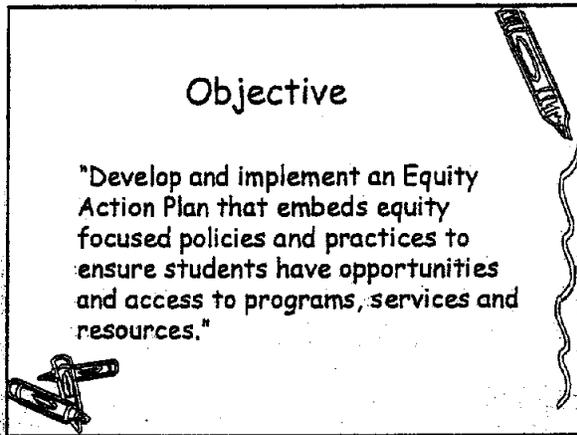
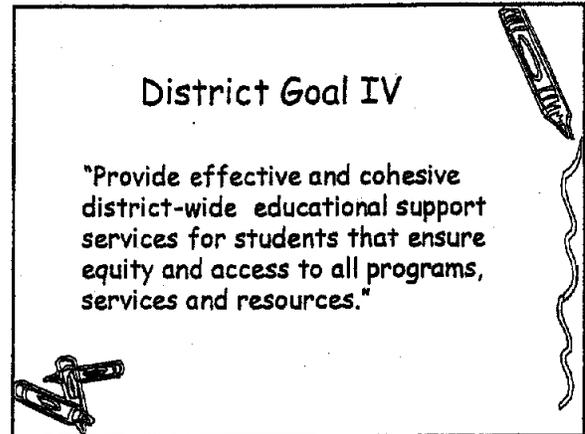
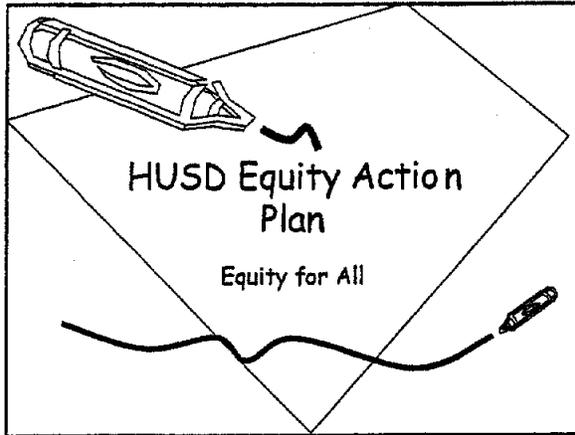
Hate Crimes Report: No hate crimes were reported to the Hayward Police Department in August 2005.

XI. Future Agenda Items:

- Continued Discussion Regarding the HSC's FY 05-06 Annual Plan
- November Liaison Reports:
 - Legal Assistance for Seniors - Commissioner Marquez
 - Bay Area Community Services / Hedco House - Commissioner Marquez
 - International Institute - Commissioner Yates
 - Horizons Services - Commissioner Yates
- Parliamentary Procedure / Brown Act / Conflict of Interest Law

XII. Announcements: General announcements were made.

XIII. Adjournment: The meeting was adjourned at 9:08pm.



Element Two

High Standards and Support for Students to Meet High Standards

- Principals will set yearly goals for student achievement and regular monitoring of progress towards reaching site and district goals
- Single School Plan for Student Achievement, WASC (ESLERS) to reflect student performance targets and changes instructional practices
- Professional Development (current scientifically research based instructional practices)
- Intervention programs implemented at each site

Element Three

Collection, Analysis, and Use of Data

- District-wide data points will be developed
- Analysis of disaggregated data at each site
- Student data will be used to identify skill gaps and set performance targets
- District data information management system
- Collection and analysis of student data in order to inform instruction

Impact of Equity Action Plan

Provides clearly identified area of district-wide focus

Establishes timeline for implementation

Identifies Prime Person Responsible for identified actions

Identifies Authentic Assessment Procedures

Expected Results

- ✓ Implementation of a meaningful equity plan district-wide
- ✓ Safe learning environments that are free of discrimination and harassment
- ✓ High academic achievement for all students
- ✓ Equitable opportunities for all students
- ✓ Accessibility and viable interventions for students that ensure success socially and academically
- ✓ Equity-focused policies, procedures are consistent and accessible to all sites, departments, program, parents agencies and the community

Questions/Comments?

How can we work together?

COMMUNITY NEEDS ANALYSIS DISCUSSION SUMMARY

During FY 01-02, the Human Services Commission (HSC) completed a Community Needs Analysis. The purpose of the analysis was to develop a realistic idea of the various current needs of Hayward's low-income residents. These insights will be considered by the HSC whenever it makes recommendations to City Council.

Eight topics were identified for analysis. These topics were explored in eight separate presentations made at monthly meetings beginning December 2001, and concluding June 2002. Each presentation was made by one or more local professionals working in a particular subject area. The focus at each presentation was on service delivery systems and related issues, not specific agencies and programs. Presentation formats consisted of a lecture followed by a question and answer period. Speakers usually distributed supplemental written materials for the Commissioners' consideration.

Because the Citizens Advisory Commission (CAC) also makes recommendations to City Council regarding services that target low-income Hayward residents, members of the CAC also attended the presentations.

The topics were:

- 2000 Census Data
- Housing
- Health / Mental Health
- Employment / Training
- Childcare
- Transportation
- Safety
- Issues Relating to Income

At its regular meeting on July 24, 2002, the Human Services Commission began to discuss the Community Needs Analysis, in order to see if any conclusions could be reached regarding the needs of Hayward's low-income residents. The comments made by the Commissioners regarding each topic area are summarized below:

Census: Commissioners generally agreed that while the number of low-income Hayward residents has increased, City funding for social services has not. Commissioners also generally agreed the "working poor" families in Hayward seem to be really struggling. Several Commissioners noted that the Hispanic population has increased, and said the City should focus efforts to recruit HSC members from the Hispanic community. Other Commissioners agreed, but emphasized that non-Hispanic communities should not be excluded or neglected in the recruitment process. Some Commissioners wondered, based on the Census data presented, whether Hayward should be considered an urban or a suburban city. Others felt the distinction, even if it could be made, would not be very helpful to the Commission.

Housing: Conversation about housing was focused on the many perceived barriers to affordable housing, e.g., the scarcity of affordable housing, building affordable housing,

families' problems accessing affordable housing, etc. Access to affordable housing and affordable childcare located near working parents' jobs, were both considered to be closely linked ways to help low-income Hayward families. Several Commissioners commented that the City should provide better incentives to developers/builders to construct affordable units (< \$200,000). Several Commissioners said the City should place a greater emphasis on homeownership assistance, and the maintenance of the City's existing housing stock. Staff pointed out that the City currently provides financial assistance for affordable housing projects, and administers first-time homebuyer and housing conservation loan/grant programs. It was also pointed out that the Citizens Advisory Commission makes recommendations to City Council regarding the allocation of the City's CDBG funds, which are used in a number of ways to address housing issues affecting low-income people.

Health / Mental Health: Access to insurance was perceived to be the primary barrier to low-income people receiving appropriate health care. Several Commissioners also felt that Hayward youth are particularly underserved in this area, resulting in a generally at-risk group.

Employment / Training: Commissioners shared the perspective that the welfare-to-work system of transitioning families off the welfare rolls into low-paying jobs doesn't really help families. There was generalized feeling that the public school system should be held more responsible for preparing young adults for work by improving their literacy and giving them "hard" skills that will make them more employable. Training programs were considered an important part of solving joblessness among low-income Hayward residents.

Childcare: Commissioners agreed there is a severe shortage of truly affordable, wholesome childcare for low-income families. Several Commissioners expressed concern that childcare costs can amount to as much as eighty percent of a working parent's take-home pay – undermining low-income parents' motivation to work at all. Access to affordable childcare near home or work was perceived to be an important part of the solution to this problem (see "Transportation," below). Commissioners wanted to encourage 1) the development of off-hours, affordable childcare for parents who work non-traditional hours; and 2) employers to adopt workplace policies that support working parents.

Transportation: Regarding transportation, Commissioners perceived inadequate bus schedules and affordability to be the two primary problems for low-income Hayward residents. Commissioners agreed that current bus schedules in and around Hayward do not adequately support people who work non-traditional hours, or parents who must deliver children to childcare providers, then travel to work, then back to the childcare provider to pick up their children, then travel home (see "Childcare," above). Affordable housing and affordable childcare located near parents' place of employment, were considered to be ways to mitigate some transportation problems for low-income Hayward residents.

Safety: Commissioners were impressed with the City's Community Emergency Response Training (preparing community members for disaster) program, and several suggested the program's outreach be especially focused toward low-income communities, who lack the financial resources to recover from disasters as readily as communities that are more financially stable. Regarding crime, some Commissioners expressed frustration that the District Attorney isn't able to prosecute all crimes with equal aggressiveness (due to staffing and budgetary restrictions, it is sometimes necessary to prioritize the prosecution of violent crimes over non-violent crimes). Commissioners also felt teen violence and gang problems are seriously under-addressed in Hayward.

Issues relating to income: There was generalized concern for welfare recipients who are coming up on their five-year lifetime limit on welfare benefits; Commissioners expressed the feeling that Alameda County welfare workers aren't doing enough to apprise welfare recipients about this impending cut-off. Many ex-welfare recipients are now working in very low-paying jobs, struggling to make ends meet. These families are now part of the "working poor" who live in Hayward (see "Census," above), for whom few support services are specifically targeted.

HSC Conclusions: At its August and September meetings, HSC members reviewed important ideas learned from the needs analysis, studied the current framework used for reviewing submitted social service proposals (i.e., the Continuum of Need – see Attached) and considered various options for making changes to the City's current social services policies and procedures.

Commissioners had a long, thoughtful and sometimes difficult discussion about whether and how to create priorities based on groups, issues, or categories. They discussed the impacts of establishing youth or older adults as funding priorities. They noted the fact that the funding for current agencies had steadily decreased over the past ten years as new programs were added without an increase in available funds. They also discussed the possibility of categorizing services into groups such as "childcare" or "basic needs" and allocating a percentage of each year's funding to that priority area. There was no consensus about how to allocate percentages. Many felt that prevention should receive the most support and others felt that basic needs should be strongly supported. Several Commissioners also mentioned that services for under-served communities should not be neglected.

Ultimately, Commissioners strongly felt that a "safety net" approach – which provides funds for a cross-section of Hayward's community needs is the best model. The HSC concluded that prioritizing one issue, group or category over another could take funds away from other programs and services that successfully address community needs. Commissioners believe that in the current charitable giving environment there is little possibility that there would be other funding available to fill the gap created by the absence or decrease of City funds.

After much discussion, the following motion was made and unanimously supported by the Commission, with one abstention:

The HSC recommends that there be an increase in Category A Social Services funding up to 75% of 1% of City General Fund Revenues and, if those Revenues decrease, there should be no less than \$350,000 allocated for social services.

The reasons for this recommendation include:

- the increase in unemployment in the Bay Area,
- the documented decrease in charitable giving that has occurred,
- the increase in inflation over the past ten years, and
- decrease in amount of funds provided to each agency over time, as new agencies have been added.

Staff Recommendation

Given the ongoing reduction in funds per project in Category A and the increase in Category B funds over time, one way to address the Commission's concern would be to establish Category B funding at \$150,000 and use the balance available for Category A.