

City of Hayward
Human Services Commission Meeting
777 B Street, Hayward CA 94541

Regular Meeting - 7:00pm
Wednesday, July 5, 2006
City Hall, 2nd Floor, Room 2-A

Agenda

- 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 May 3, 2006 and June 7, 2006 Human Services Commission Meeting Summary Notes
- VI. Election of FY 06-07 Human Services Commission Officers
- VII. Adoption of FY 2006-07 Human Services Commission Meeting Schedule
- VIII. Designation of FY 06-07 Liaison Assignments
- IX. Discussion: Improvement of the HSC Liaison Process
- X. Discussion: Fall Tour Itinerary of Funded Agencies
- XI. Continued Discussion: Review and Evaluation of Social Services Funding Process
- XII. Adoption of the HSC FY 2006-07 Annual Plan



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
777 B Street, Hayward CA 94541-5007
Work Session Room 2-A**

**Regular Meeting
Wednesday, May 3, 2006
Summary Notes**

- I. Call to Order:** Chairperson Marquez convened the Commission meeting at 7:04pm.
- II. Pledge of Allegiance:** The members in attendance recited the Pledge of Allegiance.
- III. Attendance:** *(Record of attendance is kept from June 2005 through May 2006)*

Commissioners	Present this Meeting	All Meetings Year-to-Date		Regular Meetings Year-to-Date	
		Present	Absent	Present	Absent
Lori Baptista (Secretary)	X	9	2	9	2
Mariellen Faria	X	10	1	10	1
Albert Hui	X	9	2	9	2
Lynette Linnen	X	8	3	8	3
Elisa Marquez (Chair)	X	11	0	11	0
Rudelle O'Neal*	X	6	1	6	1
Chris Parker	X	10	1	10	1
Marlo Simmons	X	8	3	8	3
Juan Vera*	O	6	1	6	1
Doris Yates	X	11	0	11	0

* Term started in December 2005.

Staff in Attendance: Gail Patton, NED Manager
David Korth, Social Services Planning Manager
Anne Culver, Community Development Specialist
Dana Bailey, Community Programs Specialist
Eleonor Hilario, CED/Social Services Secretary
Dave Harding, Human Resources Analyst

There were no guests in attendance.

- IV. Public Comments:** No public comments were made.
- V. Approval of the April 5, 2006 Human Services Commission (HSC) Meeting Summary Notes:** A motion was made by Commissioner Linnen and seconded by Commissioner Yates to approve the Summary Notes of the April 5, 2006 HSC meeting as submitted. The motion was approved unanimously, with one abstention.

- VI. Annual Dinner Restaurant Selection:** Chairperson Marquez requested suggestions for locations for the HSC's FY 05-06 Annual Dinner. After discussion, Commissioner Linnen made a motion to have the dinner at Neumanali's restaurant. The motion was seconded by Commissioner Yates and approved unanimously.

Staff will contact the restaurant and make arrangements for the Annual Dinner. Commissioners are welcome to bring a guest to the Dinner, and will be contacted the day prior to the Annual Dinner by City staff to collect dinner orders.

- VII. Appointment of Nominations Committee Members for FY 06-07 Officers:** Chairperson Marquez requested volunteers to serve on the FY 007 Nominations Committee. The role of this committee is to develop a proposed slate of officers to serve as the HSC's Officers for FY 0-07. After discussion, Chairperson Marquez appointed Commissioners Yates, Baptista, and Faria to serve on the Committee.

- VIII. Review and Evaluation of the FY 2006-07 Social Services Funding Process:** Dave Harding from the City's Human Resources Department was in attendance to facilitate a discussion evaluating the most recent Social Services Funding Process. The Commission and City staff discussed ideas and methods that could improve the application materials, streamline the Proposal Review Committee interviews, and initiate the development of funding priorities. The Commission discussed the possibility of scheduling one or more special meetings in order to continue the discussion; at minimum, further discussion will take place at the Commission's regular meeting in July.

- IX. Development of the Human Services Commission's Annual Plan:** This discussion was postponed until the Commission's July meeting.

- X. Staff Report (Oral Report / Non-Action Items):** Mr. Korth reported that no hate crimes were reported to the Hayward Police Department during April.

XI. Future Agenda Items:

- Annual Dinner Meeting (June)
- Election of FY 06-07 Officers (June)
- Continuation of Review and Evaluation of the FY 2006-07 Social Services Funding Process (TBD)
- Recommendations for Improving the HSC Liaison Reporting Process (July)
- Development of the HSC's Annual Plan (July)
- Commission Liaison Assignments, continued (July)
- Development of HSC Fall Tour Itinerary (July)

- XII. Adjournment:** The meeting was adjourned at 9:45pm.

**City of Hayward
Human Services Commission**

**Annual Dinner Meeting
NEUMANALI'S RESTAURANT
742 B Street
Hayward CA 94541**

**Wednesday, June 7, 2006
Summary Notes**

- I. Call to Order:** A quorum was not present at the start of the meeting; Commissioner Parker arrived later in the evening. All action items were postponed until the July 2006 Human Services Commission (HSC) regular meeting.
- II. Pledge of Allegiance:** The Pledge of Allegiance was not recited due to the location of the meeting.
- III. Attendance:** *(Record of attendance is kept from June 2005 through May 2006)*

Commissioners	Present this Meeting	All Meetings Year-to-Date		Regular Meetings Year-to-Date	
		Present	Absent	Present	Absent
Lori Baptista	X	1	0	1	0
Mariellen Faria	X	1	0	1	0
Albert Hui	O	0	1	0	1
Lynette Linnen	X	1	0	1	0
Elisa Marquez	O	0	1	0	1
Rudelle O'Neal	O	0	1	0	1
Chris Parker	X	1	0	1	0
Marlo Simmons	X	1	0	1	0
Juan Vera	O	0	1	0	1
Doris Yates	X	1	0	1	0

Staff in Attendance: David Korth, NED Manager (Acting)
Anne Culver, Community Development Specialist
Teresa Zarate-Rodriquez

- IV. Public Comments:** Commissioners' guests were introduced and welcomed to the HSC's Annual Dinner.
- V. Approval of the May 3, 2006 Human Services Commission (HSC) Meeting Summary Notes:** Due to the lack of quorum, the Summary Notes from the May 3, 2006 HSC Meeting will be approved at the Commission's July Regular Meeting.

VI. Election of FY 06-07 Officers: Due to the lack of a quorum, FY 06-07 HSC Officers will be elected at the Commission's July 5, 2006 Regular meeting.

Staff Note: Commissioner Hui, who had been nominated to serve as the FY 2006-07 HSC Secretary, indicated to staff after the meeting that he will not be able to accept the nomination. The Nomination Committee will be so informed so that it can name another candidate for this office.

VII. FY 06-07 HSC Meeting Calendar: A draft HSC FY 06-07 Meeting Calendar was distributed to the Commission for its review, along with a draft of the FY 2007-08 Funding Process Calendar (for comparison); copies are also attached as Exhibit A - Pages 1 and 2. The adoption of the Commission's meeting schedule will be on its July 5, 2006 Regular meeting agenda.

VIII. Future Agenda Items:

- Approval of HSC's May and June 2006 Regular Meeting Summary Notes (July)
- Election of FY 06-07 HSC Officers (July)
- Approval of FY 06-07 HSC Meeting Schedule (July)
- Designate Commission Liaison Assignments (July)
- Recommendations for Improving the HSC Liaison Reporting Process (July)
- Development of HSC Fall Tour Itinerary (July)
- Development of the HSC's Annual Plan (July)
- Continuation of Review and Evaluation of the City's Social Services Funding Process (July and TBD)

IX. Adjournment: The business portion of the Annual Dinner meeting was adjourned at 6:45p.m., at which time dinner was served.