

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

Regular Meeting - 7:00pm
Wednesday, November 1, 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 Summary Notes for the October 4, 2006 regular meeting of the Human Services Commission.
- VI. Presentation: Update on Hayward Census Data
- David Rizk, Planning Manager
- VII. Clarification of City's Policy Pertaining to Using City Resources to Serve "Citizens" vs. "Residents".
- VIII. Determination of When to Convene a Special Meeting of the Human Services Commission to Develop a Recommendation Pertaining to the Establishment of a Hayward Day Worker Center.
- IX. Report from HSC Committee on Social Services Funding Process.
- X. Discussion: December Meeting Pot Luck.
- XI. Commission Funded Agency Liaison Reports:
 - A. Planned Parenthood - Commissioner Yates
 - B. Tri-City Health Center - Commissioner Yates
 - C. Davis Street Family Resource Center - Commissioner White
 - D. Assignment / Re-assignment of Unassigned Agencies.

XII. Staff Reports (Oral/Non-Action Items):

1. Paratransit Update
2. Social Services Program Updates
3. Hate Crime Reports
4. Administrative Matters

XIII. Future Agenda Items:

- Follow-up Report on the Discrepancy Between the State Department of Justice 2005 California Hate Crime Report and Hate Crime Reports Submitted to the HSC by the Hayward Police Department (Dec. 2006)
- Determination of the Funded Agency Tour Itinerary (April 2007)
- Committee Reports as Designated in the 2006-07 HSC Work Plan (Jan-April 2007).
- Commission Funded Agency Liaison Reports (December 2006- February 2007).
- Other.

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

**Regular Meeting
Wednesday, October 4, 2006
Summary Notes**

- I. Call to Order:** Chairperson Marquez convened the Commission meeting at 7:00pm.
- II. Pledge of Allegiance:** The members in attendance recited the Pledge of Allegiance.
- III. Attendance:** *(Record of attendance is kept from June 2006 through May 2007)*

Commissioners	Present this Meeting	All Meetings Year-to-Date		Regular Meetings Year-to-Date	
		Present	Absent	Present	Absent
Lori Baptista (Vice Chair)	X	6	0	6	0
Mariellen Faria	X	5	1	5	1
Elisa Marquez (Chair)	X	4	2	4	2
James E. Millet, III (Sect.)*	X	5	0	5	0
Rudelle O'Neal	X	4	2	4	2
Christopher Parker	O	1	2	1	2
Elizabeth Samayoa*	X	4	1	4	1
Khalid Akil White*	O	3	2	3	2
Doris Yates	X	6	0	6	0

* Term started July 2006.

City Staff in Attendance:

Anne Culver, Community Development Specialist
David Korth, Acting Neighborhood and Economic Development Manager
Maureen Conneely, Assistant City Attorney

City Councilmember Doris Rodriquez was present.

IV. Public Comments:

- Mr. Scott Raty, Hayward Chamber of Commerce Executive Director was in attendance to promote "Leadership Hayward." A new session will be starting on November 15, 2006; program materials were distributed to members of the Commission.
- Commissioner O'Neal announced that she has submitted her resignation from the HSC, effective at the end of tonight's meeting, citing personal reasons.

- Commissioner Baptista announced that she met with representatives of the Afghan Coalition and encouraged them to apply for City of Hayward Social Services funding. Mr. Korth said the Afghan Coalition's mailing address has been added to the City's mailing lists for the Social Services and Community Development Block Grant programs.
- Commissioner Baptista reported that she also encouraged another non-profit education group called "North Star," currently operating out of the Highland Elementary School site, to apply for Social Services funding.

V. Approval of Summary Notes for the September 6, 2006 Regular HSC Meeting:

Commissioner Yates pointed out comments made at the September meeting were incorrectly attributed to Commissioner Yates, when in fact those comments had been made by Chairperson Marquez. Also, Chairperson Marquez said that the language under Agenda Item IX. Adoption of Guidelines for Human Services Commission Conduct was slightly incorrect. Mr. Korth indicated that the noted errors would be corrected. With these corrections, Commissioner Yates made a motion to approve the Summary Notes of the Human Services Commission September 6, 2006 Regular Meeting. The motion was seconded by Commissioner Faria and approved unanimously.

VI. Commission Member Agency Liaison Reports:

- A. Eden Information and Referral (Eden I&R) – Terry Hill from Eden I&R was in attendance for this report. Commissioner Marquez delivered her report on this project, which receives funding to operate the agency's Community Housing and Information (CHAIN) program, and to provide motel vouchers to homeless clients who are on shelter waiting lists.
- B. Community Alliance for Special Education (CASE) - Commissioner O'Neal delivered her report on this project, which receives funding to provide education, training, advocacy, and legal representation for students with disabilities and their families.
- C. HARD / Youth Enrichment Program - Commissioner Baptista delivered her report on this program which receives funding to operate an after-school program for elementary school students.
- D. Tiburcio Vasquez – Keepin' It Real Program – This report was rescheduled to be delivered by Commissioner Marquez (not Yates) in December.

VII. Presentation re: CA. Brown Act and Conflict of Interest Law: Maureen Conneely, from the City Attorney's office, made a presentation which reviewed the aspects of the Brown Act and Conflict of Interest law that are most relevant to the HSC's purview. She provided written materials for Commissioners' ongoing use, as well as her contact information in the event she is needed for consultation on any issue.

- VIII. Clarification of City's Policy Pertaining to Using City Resources to Serve "Citizens" vs. "Residents":** This topic surfaced in last month's Commission meeting during a discussion regarding the City's plan to develop a Day Worker Center in south Hayward. It was noted that although the percentage of undocumented day laborers who live in Hayward is not known, nationwide a large number of day laborers have not established legal residency. Furthermore, Commissioner Millet pointed out that there are inconsistencies between certain City documents (i.e., City Ordinance No. 81-035 establishing the Human Services Commission) which use the term "citizen" and others which use the term Hayward "resident" when describing who is to benefit from City resources used to support the delivery of human and social services. He requested that the intent of the City's policy be clarified, and suggested that the inconsistency in City documents be corrected. Commissioner Millet also requested additional clarifying information as to the legality of using the City's resources to benefit people who are not legal residents.

Assistant City Attorney Maureen Conneely indicated that it has been the City's practice to serve all residents of the City of Hayward without regard to their citizenship status. She also indicated that the enforcement of federal immigration policies is the responsibility of the federal government. In response, Commissioner Millet expressed his opinion that City resources should be used to exclusively benefit low-income people who are citizens and those who have established legal residency, and not to benefit those who have entered and are living in the United States illegally.

After further discussion, a request was made by the Commission to Council Member Rodriquez to seek further guidance on this matter from the City Manager and City Council; she agreed to do so.

- IX. Donations to the Matt Jimenez Community Center (MJCC):** The Commission discussed the possibility of making a contribution from the Commission to the MJCC in memory of past Councilmember Matt Jimenez. After much discussion it was decided that, in order to avoid the possible misperception that the Commission would be giving preferential treatment to one community agency over others, it would be most appropriate for members of the Commission to make individual donations if they wished.
- X. Report from HSC Committee on the Social Services Funding Process:** The Committee did not have the opportunity convene prior to the meeting to develop its ideas and suggestions for improving the City's social services funding process. This item will be re-agendized for the November HSC meeting.
- XI. Funded Agency Tour:** Members of the Commission discussed the possibility of taking a Funded Agency Tour. After discussion it was decided that this item would be considered again in April 2007.

XII. Staff Reports (Non-action items):

- A. Hayward Paratransit Program Update:** Due to time limitations, this staff report was postponed.
- B. Social Services Program Update:** Due to time limitations, this staff report was also postponed.
- C. Hate Crime Reports:** There were no hate crimes or incidents of hate reported during the month of September.
- D. Administrative Matters:** Mr. Korth reported that authorization was obtained to proceed with the printing of business cards for members of the Commission. The cards are expected to be ready for delivery by the November 1, 2006 Commission meeting.

XIII. Future Agenda Items:

- A.** Committee Report on Social Service Funding Process (Nov.).
- B.** Commission Funded Agency Liaison Reports (Nov. 2006 through Feb. 2007).
- C.** Presentation re: Hayward Census Information (Nov.).
- D.** Follow-up Report re: the Request for Clarification of the City's Policy Pertaining to Using City Resources to Serve "Citizens" vs. "Residents" (Nov.).
- E.** Update on Status of Day Worker Center Project (Nov.).
- F.** Determination of the Funded Agency Tour Itinerary (April)
- G.** Follow-up Report on the Discrepancy between the State Department of Justice 2005 Hate Crime Report and Hate Crime Reports Submitted to the HSC by the Hayward Police Department.(TBD

XIV. Adjournment: The meeting was adjourned at 9:30pm



CITY OF HAYWARD

DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT

Memorandum

DATE: October 26, 2006
TO: Members, Human Services Commission
FROM: David Korth, Acting Neighborhood and Economic Development Manager
SUBJECT: **Clarification of the City's Policy Pertaining to Using City Resources to Serve "Citizens" vs. "Residents".**

At its October 4, 2006 meeting, the Human Services Commission discussed the Subject topic above. During this discussion, it was noted that there are inconsistencies between certain City documents (i.e., City Ordinance No. 81-035 establishing the Human Services Commission) which use the term "citizen", and others which use the term Hayward "resident", when describing who is to benefit from City resources used to support the delivery of human and social services. It was also suggested that the inconsistency in City documents be corrected.

Staff did not find anything in the record to indicate that the use of the word "citizen" was conscious or done with a specific intent in mind when City Ordinance No. 81-035 was adopted. More than likely, the word "citizen" appears to have been used generically without any intent of substance, and interchangeably with the term "resident" in other City documents.

In light of this, staff suggests that this inconsistency can be reconciled by substituting the term "resident" for "citizen" in the Ordinance. Staff recommends that the Commission recommend to the City Council that the ordinance be modified accordingly. The Commission can also, using the process outlined in its Bylaws, change its Bylaws to be consistent with the recommended revision to the Ordinance.



CITY OF
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Human Services Commission
 November 1, 2006 - Regular Meeting
 Hayward City Hall
 777 B Street, Hayward, CA. 94541-5007

Proposals to Establish a Day Worker Center in Hayward

On September 12, 2006 the City published a Request for Proposals (RFP) for the Operation of a Day Worker Center designed to provide primarily Spanish Speaking low-income Hayward residents who seek work on a daily basis a safe alternative to congregating on the streets (Attachment A). The creation of this service is also intended to address concerns raised by local residents and businesses affected by day laborers seeking employment on Tennyson Road in South Hayward. The Day Worker Center will be located at the Eden Youth and Family Center, 680 West Tennyson Road in south Hayward.

On October 16, 2005 proposals were submitted in response to the RFP from the following four organizations:

- o Instituto Laboral de la Raza
- o Multicultural Institute
- o Volunteers of America - Bay Area
- o South Hayward Parish

All applicants met the City’s minimum qualifications, including: A) Proof of nonprofit status; B) Demonstrated willingness and ability to satisfy all the provisions of the City of Hayward’s Social Services Agreement; C) Demonstrated ability to meet the City’s Local Advisory Committee requirements; and D) Ability to deliver services no later than 60 days post contract award. Applicants were informed that following evaluation criteria will be used to further evaluate the proposals:

	<u>Point Value</u>
1. Experience	30
2. Program design	20
3. Project budget, including proposed cost to the City.....	20
4. Organizational capacity and readiness	20
5. Clarity of Proposal.....	<u>10</u>
Total:	100



CITY OF
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Next Steps:

Copies of the submitted proposals were included in the November 1, 2006 Human Services Commission meeting packet so that members of the Commission can review them. (Copies are available upon request by contacting the City of Hayward Community and Economic Development Department; contact information is provided below).

At its November 1, 2006 Regular Meeting, the Commission will be asked to convene a Special Meeting during the week of November 13, 2006. At this Special Meeting applicants will have an opportunity make presentations and answer any questions the Commission may have. The Commission will then develop its recommendation to City Council on this matter. Staff will also review and develop a recommendation to Council. Both the Commission and staff recommendations will be submitted to Council in early December (specific date to be determined). All Commission and City Council meetings are open to the public.

For more information about this matter, contact David Korth, Acting Neighborhood and Economic Development Manager by calling: 510-583-4227, or emailing: david.korth@hayward-ca.gov.