

City of Hayward
Human Services Commission Meeting
777 B Street, Hayward, CA 94541
Wednesday, January 2, 2008

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 the December 5, 2007 Human Services Commission Regular Meeting.
- VI.** Liaison Reports:
 - A.** Spectrum Community Services - Commissioner Millet
 - B.** St. Joseph's for the Deaf and Hard of Hearing - Commissioner Millet
 - C.** South Hayward Parish – Commissioner Samayoa
 - D.** St. Rose Hospital – Commissioner Samayoa
 - E.** Tri-City Health Center – Commissioner Toor
- VII.** Review of City Map Plotting the Location of City Funded Agencies and City of Hayward Census Data Analysis
- VIII.** Discussion: Proposal Review and Evaluation Process
- IX.** Selection of Proposal Review Committee Members
- X.** Staff Reports (Oral/Informational Non Action Items):
 - A.** Update on Hayward Day Worker Center Project
 - B.** Update on Matters Pertaining to Downtown Hayward
 - C.** Paratransit Program Report
 - D.** Hate Crime Report (December)
 - E.** Social Services Program Announcements / Advisories
- XI.** Future Agenda Items
- XII.** 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**

**Wednesday, December 5, 2007
Summary Notes**

- I. Call to Order:** Commissioner Samayoa convened the meeting at 7:01 p.m.
- II. Pledge of Allegiance**
- III. Attendance:** (*Record of attendance is kept from June 2007 through May 2008; Commission recess = July 2007 vs Aug. 2007*).

Commissioners	Present this Meeting	All Meetings Year-to-Date		Regular Meetings Year-to-Date	
		Present	Absent	Present	Absent
Lori Baptista (Secretary)	O	4	2	4	1
Mariellen Faria	X	5	1	4	1
Carolyn Grieco-Williams	X	6	0	4	0
Ben Henderson	O	5	1	5	0
Elisa Marquez (Chair)	X	6	0	5	0
James E. Millet, III	X	3	3	2	3
Lucia M. Ronquillo	X	5	1	3	1
Elizabeth Samayoa (Vice Chair)	X	5	1	4	1
Sarabjit Toor *	X	4	1	3	1

* *Appointment effective July 2007.*

Council Liaison: Doris Rodriquez
 Staff in Attendance: David Korth, Neighborhood & Economic Development Manager
 Anne Culver, Social Services Planning Manager

Guests: A list of the guests present at the meeting is available upon request from the City of Hayward Community and Economic Development Department.

- IV. Public Comments:** NED Manager Korth invited all present to attend the City's December 8th Santa Paws Parade in Downtown Hayward. Big and small well-behaved pets are invited either dressed for the holidays, or just come as you are. Registration is from 9am to 10am; and the parade starts promptly at 10am. An award ceremony will follow the parade. The Entry Fee is \$10 for one pet, or \$15 for 2 pets or more with early registration, or \$12 for one pet and \$17 for 2 or more pets for same day registration. All proceeds go to support City of Hayward's homeless animals. For more information call (510) 583-4262. This event is co-sponsored by the City, Downtown Hayward Businesses, and the Hayward Animal Shelter Volunteers.

V. Approval of Summary Notes for the November 7, 2007 Regular Human Services Commission (HSC) Meeting: Commissioner Samayoa indicated that the Summary Notes erroneously indicated that she called the November 7th Commission meeting to order when it was the Chair, Commissioner Marquez who actually convened and chaired the meeting. No other comments were made. Commissioner Millet then made a motion to approve the November 7th Summary Notes as amended and Commissioner Faria seconded the motion. The motion was unanimously approved.

VI. Funding Process Update: Social Services Planning Manager Culver indicated that since the release of the Social Services Funding Request for Proposals (RFP) on October 31, 2007 there have been a number of calls from prospective applicants seeking technical assistance. It was noted that the deadline for submitting proposals is 5pm on Monday, December 17, 2007. If draft proposals are submitted prior to the deadline, and time permits, staff will provide feedback with regard to the clarity and completeness of the proposals.

VII. Proposed Schedule of Presentations and Discussion Topics to Provide Ongoing Information to the Human Services Commission, and to Assist Commissioners in Evaluating Social Services Funding Applications. Ms. Culver distributed a draft *Calendar of Activities* (i.e. proposed presentations and discussion topics) designed to help inform Commission members about the make-up of the Hayward community and the many social service issues that face low-income Hayward residents. The proposed calendar for the remainder of FY 2007-08 was approved as submitted. The other two calendars (for FY 08-09 and FY 09-10, respectively) will be reviewed with Commission members again when the Commission adopts its Annual Meeting Calendar at the end of each fiscal year. A copy of the proposed presentations and discussion topics is available upon request from the City of Hayward Community and Economic Development Department.

VIII. Liaison Reports:

A. Youth Enrichment Program (HARD/HUSD): Mr. Sean Lange, Recreation Supervisor with the Hayward Area Recreation and Park District (HARD), made a presentation to the Commission outlining a change to the Youth Enrichment Program (YEP) that received FY 07-08 Social Services funding. A handout describing the revised project entitled, "Recreation Innovation" was distributed to the Commission (a copy is available upon request from the City of Hayward Community and Economic Development Department). Mr. Lange described for the Commission how this alternative program is designed to enhance the way that HARD and Hayward Unified School District (HUSD) intend to continue to provide after school academic and recreational activities for Hayward students in grades K – 6, expanding from the one site that was previously funded with City of Hayward Social Services funding (i.e., Longwood Elementary School) to 10 elementary school sites throughout Hayward. Commissioners expressed concern that with the emphasis on recreation that Mr. Lange described, the after- school academic assistance could be jeopardized.

Mr. Lange explained that HUSD would continue to provide what is primarily an academic after-school program. He noted that this revised model of service delivery will bring after school recreation activities to more Hayward elementary school age students and support, not undermine, the after-school academic work of the school district. After continued discussion, Commissioner Millet moved, and Commissioner Faria seconded, that the alternative after-school program, Recreation Innovation, be supported with the funds initially allocated for the Youth Enrichment Program. The motion was unanimously approved. The Commission also requested that City staff work with HARD and HUSD to track and report on *both* the academic and recreation outcomes of the program.

- B. Legal Assistance for Seniors (LAS)** – Commissioner Toor distributed his liaison report on the Legal Assistance for Seniors program which he visited on December 3, 2007. He described the program budget, and the types of legal services offered including: assistance with health insurance, elder abuse, guardianships, and senior immigration. Services are provided both at the LAS office, and through community education speaking events. Commissioner Toor also provided statistics that characterize the age, gender and income status of those served – over 95% of the 56 cases worked on to-date assisted low-income seniors. A copy of Commissioner Toor’s report is available upon request from the City of Hayward Community and Economic Development Department.
- C. Lambda Project / Horizon Services, Inc.** – Commissioner Marquez distributed her liaison report on the Lambda Project conducted by Horizon Services, Inc. Horizon Services, Inc. aims to reduce alcohol and drug related problems of individuals, families and communities. The Lambda Project is designed to reduce the isolation, incidence of suicide, drug use, and abuse experienced by many lesbian, gay, bisexual, transgender and questioning (LGBTQ) youth. Commissioner Marquez described the specific objectives of the project funded by the City, and gave her evaluation of the program’s progress to-date. In summary, the Commissioner felt that the program provides an important and effective service. A copy of Commissioner Marquez’s report is available upon request from the City’s Community and Economic Development Department.
- D. Tri-City Health Center** – Commissioner Toor requested that this report be rescheduled for the January HSC meeting.
- E. Hayward Community Gardens** – Social Services Planning Manager Culver reported that the City has not yet executed a contract with the Hayward Community Gardens because the organization has not been able to produce required documents. Consequently, Commissioner Marquez was unable to conduct her site visit and prepare a report. Ms. Culver described some of the ongoing challenges faced by this all volunteer organization, and expressed concerns about the organization’s capacity to administer a City Social Services contract. Staff agreed to bring the Commission up to date should any progress be made on the project.

IX. Staff Report

- A. Paratransit Report:** Mr. Korth distributed the recently released Hayward Paratransit Program Newsletter that was distributed to over 2,000 Hayward Paratransit Program participants. The newsletter features the Hayward Paratransit Program, and includes information about other paratransit and ancillary services available in Alameda County for seniors and persons with disabilities. Additionally, a survey was distributed to Hayward Paratransit Program participants to help evaluate the services provided through the City's paratransit program. For more information about the Newsletter, the survey, or the program, Commissioners were advised that they could contact Victoria Williams, Hayward Paratransit Coordinator, by telephone at: (510) 583-4227, or via email at: Victoria.williams@hayward-ca.gov.
- B. Update re: the Hayward Day Labor Center:** In response to an October 16th City Council report entitled, "Keeping Downtown Hayward Safe and Clean", the Hayward Day Labor Center Executive Director, Mr. Gabriel Hernandez, presented an offer from the day laborers to voluntarily clean sidewalks, abate graffiti and pick-up litter and debris in Downtown Hayward to help improve the appearance of the area. Over 20 volunteers from the Day Labor Center made good on their offer over a period of three days in November helping to ready Downtown Hayward for its November 29th *Light Up the Seasons* event. It was noted that a newspaper article was written about the Day Labor Center volunteers' effort in Downtown Hayward the Daily Review newspaper.
- C. Update re: Matters Pertaining to Downtown Hayward:** The City's Light Up the Season annual event took place in Downtown Hayward on November 29, 2007 from 5pm to 7:30pm. This major event was co-sponsored by the City, the Hayward Downtown Business Improvement Area Advisory Board (BIA), the Hayward Chamber of Commerce, the Hayward Digital Print Center and the Hayward Daily Review newspaper. Downtown merchants held an Open House featuring live entertainment and food for everyone to enjoy. This event, in conjunction with the *Santa Paws Parade* scheduled to take place on Saturday, December 8, 2007, is part of the City's multi-faceted effort to revitalize Downtown Hayward. Other work on improving the overall appearance of the downtown area continues across several City departments including the Hayward Police Department, Public Works and Community and Economic Development. It was noted that, as a part of this effort, City staff continue to work with local faith-based and social service organizations to develop in-door food distribution programs where those served can be provided assistance in a more dignified and effective manner.
- D. South Hayward Multi-Service Community Center (SHMCC):** The report on this project to City Council has been postponed to February 2008. The SHMCC Work Group will meet again in early January.

E. Hate Crime Report: The November Hate Crimes Report was distributed by staff for the Commission's review. Both a Hate Incident and a Hate Crime were reported in November 2007 to the Hayward Police Department; these were briefly described in the report. A copy of the report is available upon request from the City of Hayward Community and Economic Development Department.

F. Social Services Announcements / Advisories:

1. It was reported that Alameda County will end its contract with the Human Outreach Agency effective November 30th, and that the residents served by the County program would be assisted in transferring to shelters with available beds in other parts of the County.
2. Commission members were reminded that FY 2008-09 Social Services funding proposals will be due on December 17th. The submitted proposals will be distributed to all Commissioners via mail, prior to the January 2, 2008 commission meeting. At that time, the Commission will discuss the process for reviewing and evaluating the proposals.

It was also noted that volunteers will be selected at the January HSC meeting to serve on the Commission's Proposal Review Committee (PRC). The PRC will conduct its applicant interviews on Saturday, January 26, 2008.

X. Future Agenda Items: The following future agenda items were then proposed:

- A. Select Proposal Review Committee members (Jan)
- B. Discuss Application Review and Evaluation Process (Jan)
- C. Review of City Map Plotting the Location of City Funded Agencies and City of Hayward Census Data Analysis (Jan)
- D. Update on Day Worker Center Project (monthly)
- E. Update on the South Hayward Multi-Service Community Center Project
- F. Liaison Reports
- G. Invitation to Greg Jones (new City Manager) to meet the Commission

XI. Adjournment: The meeting was adjourned at 9:03 p.m.