

City of Hayward
Human Services Commission - Regular Meeting

Hayward City Hall – Room 2A
777 B Street, Hayward, California
Wednesday, February 4, 2009
7:00pm

Agenda

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Attendance**
- IV. Public Comments:** *(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. City Manager Greg Jones: City Update / Discussion**
- VI. Approval of Summary Notes of the December 3, 2008 HSC Regularly Scheduled Meeting**
- VII. Approval of Summary Notes of the January 7, 2009 HSC Regularly Scheduled Meeting**
- VIII. Library Project: The Big Read** (Sean Reinhart, Supervising Librarian)
- IX. Commission Funded Agency Liaison Reports:**
 - A. CRIL – Commissioner Toor
 - B. Family Resource Center – Commissioner Alarcon
- X. Funding Process Update**
 - A. Proposal Review Committee Debrief
 - B. Establishment of the HSC’s FY 09-10 Social Services Draft Funding Recommendations
 - C. HSC Representation at City Council Work Session & Public Hearing
 - D. Next Steps
- XI. Staff Reports (Oral Non-Action Items):**
 - A. Hate Crimes Report
 - B. Paratransit Report
 - C. Hayward After-School Tutoring Program
 - D. Area Commander’s Office

XII. Future Agenda Items

XIII. Adjournment

HSC summary notes are available by fax, e-mail, or regular mail.

For more information, please call (510) 583-4250.

Please do not wear scented products. 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 Human Services Commission (HSC) after distribution of the Agenda packet, are available for public inspection in the Neighborhood Services Division Office of the Library and Neighborhood 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 subject to staff's ability to post the documents before the meeting.

**City of Hayward
Human Services Commission
777 B Street, Hayward CA 94541-5007**

**Wednesday, December 3, 2008
Summary Notes**

- I. **Call to Order:** Vice-Chairperson Millet convened the Commission meeting at 7:03 p.m.
- II. **Pledge of Allegiance**
- III. **Attendance** (*Record of attendance is kept from June 2008 through May 2009*):

Commissioners	Present this Meeting	All Meetings Year-to-Date		Regular Meetings Year-to-Date	
		Present	Absent	Present	Absent
Elisa Alarcón*	X	4	0	4	0
Lori Baptista	X	5	1	5	1
Joyce Doboro*	X	3	1	3	1
Ben Henderson	X	4	1	4	1
Julie Lind*	X	3	1	3	1
James Millet III (Vice Chair)	X	5	0	5	0
Elizabeth Samayoa (Chair)	X	5	0	5	0
Sarabjit Sing Toor	O	3	2	3	2
Jossda Yip*	X	4	0	4	0

* Appointment effective July 2008.

Staff in Attendance: David Korth, Neighborhood Services Manager
Anne Culver, Social Services Planning Manager
Shauna Darwin, Secretary

Councilmember Zermefio was also in attendance.
Guests in attendance signed the Attendance Sheet.

IV. Public Comments:

- A. Karen Norell from the Family Resource Center (located at the Eden Youth and Family Center, 680 West Tennyson road) introduced herself to the Commission, and distributed a program flyer to those in attendance. She also announced that the 2nd South Hayward Stroll is scheduled to take place Saturday, May 16, 2009 from 10am-4pm.
- B. Commissioner Baptista announced that Tiburcio Vasquez Health Center and the Hayward Day Labor Center signed an MOU that will allow day laborers to use the services at the health center. Funding for these services is provided from revenue generated by Alameda County Measure A.
- C. The City's annual downtown *Light Up the Season* event is scheduled for Thursday, December 4, 2008.

D. A benefit viewing of the film *The Where God Left His Shoes*, is scheduled at the Grand Lake theatre in Oakland on Thursday, December 4, 2008. Admission to the screening is free, doors will open at 6pm and the film screening is at 6:45pm. The event is intended to raise awareness about homelessness and money to support the upcoming Homeless Count, in February 2009.

V. **Approval of Summary Notes for the November 5, 2008 Human Services Commission Regular Meeting:** Commissioner Baptista made a motion to approve the Summary Notes. Commissioner Millet seconded the motion, which was approved unanimously.

VI. **Update to Social Services Funding Process:** On Thursday, December 18, 2008, the Annual CDBG Funding Forum will take place. Applications for funding will be distributed. This year, for the first time, the applications will be available on the City's website. Commissioners are welcome to attend the Funding Forum.

VII. **Appointment of Proposal Review Committee (PRC) Members:** Vice-Chairperson Millet requested volunteers to serve on the FY 09-10 Proposal Review Committee (PRC). The PRC is scheduled to take place on Saturday, January 31, 2008 beginning at 8am, at City Hall. Commissioners Alarcon, Lind, Yip, Samayoa, and Millet (who will serve as Chairperson of the PRC) were appointed.

VIII. **Commission Funded Agency Liaison Reports:**

A. **All Saints Parish:** Commissioner Henderson submitted his report on the All Saints Parish's meal and food distribution program. This project received an allocation of \$11,400 in the current year.

B. **Lincoln Child Center:** Commissioner Samayoa submitted her written report on the Lincoln Child Center's Kinship Program to the Commission, as she was unable to attend the meeting. Sara Lamnin, Kinship Program Manager, was in attendance. The Lincoln Child Center's Kinship Program provides support to adult guardians who are raising the children of extended family members. This project received an allocation of \$15,000 in the current year.

C. **International Institute of the East Bay:** Commissioner Alarcon presented her report on the International Institute of the East Bay. The agency's executive director, Susan Bowyer, was in attendance. The International Institute of the East Bay provides legal services to people who are immigrants. This project received an allocation of \$5,900 in the current year.

D. **Family Paths:** Commissioner Lind requested that her report be rescheduled for January's meeting. Family Paths received an allocation of \$30,000 in the current year.

- E. **South Hayward Parish:** Commissioner Toor was absent from this meeting, so this report has been rescheduled for January. This project received an allocation of \$17,400 in the current year.
- F. **Senior Services Foundation:** Victoria Williams, a board member for the Senior Services Foundation was in attendance and provided a summary of activities funded by the City. Senior Services Foundation provides a Friendly Visitors program for seniors. This project received an allocation of \$15,000 in the current year.
- G. **Community Alliance for Special Education (CASE):** Commissioner Baptista's written report on CASE's services was distributed to the Commission at the October 1, 2008 meeting. This project received an allocation of \$12,000 in the current year.
- H. **Hope for the Heart:** Commissioner Millet presented his report on Hope for the Heart, the second largest food distribution center in the East Bay. City funds are used to pay the agency's utility and fuel bills. This project received an allocation of \$10,450 in the current year.
- I. **Reality Mentor:** Commissioner Millet presented his report on Reality Mentor's Hayward Mentoring Program. The Program pairs adult mentors with youth who are in need of academic remediation. This project received an allocation of \$15,000 in the current year.

IX. Staff Reports (Oral, Non-Action Items):

- A. **Hate Crime Report:** The Hayward Police Department's November Hate Crime Report was distributed for review by the Commission. A copy of this report is available upon request from the City of Hayward Library and Neighborhood Services Department.
- B. **Paratransit Report:** A copy of the written monthly Paratransit Program report was distributed for review by the Commission. A copy of this report is available upon request from the City of Hayward Library and Neighborhood Services Department.
- C. **Day Labor Center Update:** No update given.

X. Future Agenda Items:

- A. Commission Liaison Reports (January)
- B. Hayward Library After-School Tutoring Program (February)

XI. Adjournment: The meeting was adjourned at 9:04pm.

**City of Hayward
Human Services Commission
777 B Street, Hayward CA 94541-5007**

**Wednesday, January 7, 2009
Summary Notes**

- I. **Call to Order:** Vice-Chairperson Millet convened the Commission meeting at 7:03 p.m.
- II. **Pledge of Allegiance**
- III. **Attendance** (*Record of attendance is kept from June 2008 through May 2009*):

Commissioners	Present this Meeting	All Meetings Year-to-Date		Regular Meetings Year-to-Date	
		Present	Absent	Present	Absent
Elisa Alarcón*	X	5	0	5	0
Lori Baptista	X	5	1	5	1
Joyce Doboro*	X	4	1	4	1
Ben Henderson	X	5	1	5	1
Julie Lind*	X	4	1	4	1
James Millet III (Vice Chair)	X	6	0	6	0
Elizabeth Samayoa (Chair)	X	6	0	6	0
Sarabjit Sing Toor	X	4	2	4	2
Jossda Yip*	X	5	0	5	0

* Appointment effective July 2008.

Staff in Attendance: Anne Culver, Social Services Planning Manager
Shauna Darwin, Secretary

Guests in attendance signed the Attendance Sheet.

IV. Public Comments:

Karen Norell from the Family Resource Center addressed the Commission, pointing out that the Family Resource Center had inadvertently been left off the roster of Liaison Assignments. Commissioner Alarcon volunteered to serve as Liaison to the Family Resource Center. Her report was scheduled to be delivered at the CAC's February meeting.

- V. **Social Services Funding Process Update:** The Social Services Funding Forum took place on Thursday, December 18, 2008, and applications for funding were distributed to everyone who attended. In addition, Social Services applications are available online at the City of Hayward's website. The deadline for applications is Friday, January 7, 2009 at 4pm.

- VI. Proposal Review Committee (PRC) Interviews:** Commissioners discussed various ways the interview day could be restructured to improve the process and save time. It was decided that on the interview day, the Proposal Review Committee will divide into two groups, each with a staff member, and conduct simultaneous interviews. Afterward, the groups will meet together to discuss the interviews. The PRC interviews are scheduled to take place on Saturday, January 31, 2009.
- VII. Commission Funded Agency Liaison Reports:**
- A. CRIL:** Commissioner Toor rescheduled his report for the February HSC meeting. CRIL received an allocation of \$40,000 in the current year.
 - B. East Bay Agency for Children (EBAC):** Commissioner Yip distributed her report to the Commission. Norma Rodriguez, Program Director was in attendance. EBAC received an allocation of \$17,000 in the current year.
 - C. BAIRS/AIRSS:** Commissioner Henderson distributed his report to the Commission. BAIRS/AIRSS provides immigration services to women. BAIRS/AIRSS received an allocation of \$14,600 in the current year.
 - D. Eden I & R:** Commissioner Lind distributed her report to the Commission. She spoke of extenuating circumstances in the community and projected increases in the needs of the services rendered. It is expected that one-tenth of Alameda County residents will need to access services through 2-1-1. Eden I&R received an allocation of \$50,000 in the current year.
 - E. Legal Assistance for Seniors:** Commissioner Millet distributed his report. The agency's interim executive director was in attendance. Legal Assistance for Seniors received an allocation of \$22,000 in the current year.
 - F. Tri City Health Center (TCHC):** Commissioner Samayoa distributed her report to the Commission. Tri-City Health Center has a satellite office in Hayward that offers HIV services. The TCHC received an allocation of \$20,000 in the current year.
 - G. Family Paths:** Commissioner Lind distributed her report to the Commission. Family Paths received an allocation of \$30,000 in the current year.
 - H. HARD:** Commissioner Dobro distributed her report on the HARD Youth Enrichment/Recreation Innovation program to those in attendance. HARD received an allocation of \$25,000 in the current year.

VIII. Staff Reports (Oral, Non-Action Items):

- A. *Hate Crime Report:* The Hayward Police Department's December Hate Crime Report was distributed to those in attendance.
- B. *Paratransit Report:* A copy of the written monthly Paratransit Program report was not available. It will be included in Commissioners' February meeting packet.
- C. *Hayward Library's After-School Tutoring Program:* The program is expected to be underway in March. There also will be an update presented by Sean Reinhart, Supervising Librarian, at the HSC's February meeting.

IX. Future Agenda Items:

- A. Liaison Reports:
 - 1. CRIL (Toor)
 - 2. South Hayward Family Resource Center (Alarcon)
- B. Hayward After-School Tutoring Program (staff report)
- C. The Big Read (staff report)
- D. Area Commanders Offices

- X. Adjournment: The meeting was adjourned at 9:07p.m.