

CITY OF HAYWARD
NEIGHBORHOOD SERVICES DIVISION
SOCIAL SERVICES PROGRAM

**Human Services Commission
Regular Meeting
Wednesday, September 2, 2009
7:00 p.m.**

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, each item will be taken into consideration, and may be referred to staff. Speakers will be limited to 5 minutes each.)*
- V. **Review of Brown Act and Conflict of Interest Law**
 - Maureen Conneely, Assistant City Attorney
- VI. **Approval of Summary Notes from the May 6, and June 3, 2009 HSC Meetings**
- VII. **Approval of Summary Notes from the July 1, 2009 HSC Meeting**
- VIII. **Selection of Agencies for FY 09-10 Social Services Funded Agency Tour**
- IX. **Election of FY 09-10 HSC Secretary**
- X. **Liaison Reports for FY 2010 Social Service Funded Agencies:**
 - A. Literacy Plus – City Staff
 - B. Bay Area Community Services – Commissioner Dobro – *To Be Rescheduled*
 - C. Bridge of Faith – Commissioner Henderson
 - D. Community Alliance for Special Education – Commissioner Henderson

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XI. Continuing Education Calendars – Review and Discussion

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

- A. Programmatic Updates
- B. Hate Crimes Report
- C. Paratransit Report

XIII. Future Agenda Items

XIV. 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
NEIGHBORHOOD SERVICES DIVISION
SOCIAL SERVICES PROGRAM

Human Services Commission
Regular Meeting
Wednesday, May 6, 2009
Summary Notes

- I. **Call to Order:** Chairperson Samayoa convened the Commission meeting at 7:05 p.m.
- II. **Pledge of Allegiance:** Members of the Commission recited the 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	10	0	10	0
Lori Baptista	X	9	2	9	2
Joyce Dobro*	X	9	1	9	1
Ben Henderson	X	10	1	10	1
Julie Lind*	O	7	3	7	3
James Millet III (Vice Chair)	X	9	2	9	2
Elizabeth Samayoa (Chair)	X	11	0	11	0
Sarabjit Sing Toor	O	11	3	11	3
Josda Yip*	X	9	1	9	1

* Appointment effective July 2008.

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

Council Member Zermeño was also in attendance.
Guests in attendance signed the Attendance Sheet.

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IV. Public Comments:

- Karen Norell was in attendance to announce that the South Hayward Stroll will take place on Saturday, May 16, 2009, from 1-4 p.m. Flyers were distributed to Commissioners in attendance.
- David Korth, Neighborhood Services Manager announced that until the new Director of Library and Neighborhood Services has been hired, Social Services activities will operate under the Redevelopment Department.
- Commissioner Dobro announced the Family Emergency Shelter Coalition's Shelter Shuffle fundraiser will be Saturday, May 16, 2009 beginning at 8 a.m.

V. Approval of Summary Notes for the April 1, 2009 HSC Meeting: Commissioner Dobro made a motion to approve the April 1, 2009 Summary Notes. Commissioner Henderson seconded the motion, which was approved with seven ayes and one abstention (Baptista).

VI. FY 2010 Paratransit Program Annual Plan: The City's Paratransit program provides door-to-door transportation to people whose disabilities prevent them from being able to use conventional public transportation. Copies of the FY 2009-10 Paratransit Plan were included with Commissioners' meeting packets. Each year the City prepares and submits its operational plan and budget to its paratransit funding entity, ACTIA. Comments or questions regarding the plan may be directed to the Paratransit program Coordinator, Victoria Williams, at 510-583-4230.

VII. Funding Process Update:

A. Social Services Funding Process Update: The FY 09-10 Social Services Public Hearing was rescheduled from Tuesday, April 21, 2009, to a June City Council meeting, date to be determined. The Social Services allocations will be put forth as part of the City's overall budget.

B. Federal Funding Process Update (Citizen Participation Plan, CDBG, CDBG-R Action Plan Amendment, and ESG/HPRP Action Plan Amendment):

- At the April 21, 2009 City Council meeting, the City's revised and updated Citizen Participation Plan was adopted by City Council.
- City Council finalized its CDBG and CDBG-R funding allocations.
- City Council approved two amendments to the City's FY 08-09 CDBG Action Plan: the CDBG-R amendment, and the ESG/HPRP amendment.

VIII. Annual Dinner: It was suggested by Commissioner Dobro that the Commission meet as scheduled for its Annual Dinner Meeting on June 3, 2009. After discussion, it was decided that Commissioners, guests of Commissioners, and staff who attend the Annual Dinner would pay for their own meals. After discussion, the Commission decided to have its Annual Dinner Meeting at Sky West Restaurant in Hayward.

IX. FY 2010 Nominations Committee Appointments: Each year the HSC Chairperson appoints Commissioners to serve as the Nominations Committee. The Nominations Committee develops a proposed slate of Officers (i.e., Chairperson, Vice-Chairperson) to nominate for the following fiscal year. The annual election is conducted at the June HSC Meeting.

Chairperson Samayoa appointed Commissioners Henderson, Lind, and Alarcón to serve as this year's Nominations Committee.

X. Staff Report:

Hate Crimes Report: The March and April Hate Crimes Reports were distributed to the Commission for their review.

March Paratransit Report: The March Paratransit Report was distributed to Commissioners in attendance. The report included totals for the third quarter.

XI. Future Agenda Items:

- Elections in June
- July: Liaison Appointments
- FY 09-10 Meeting Calendar
- Funding Process Debrief
- Budget Update (if available)

XII. Adjournment: The meeting was adjourned at 8:29 p.m.

CITY OF HAYWARD
NEIGHBORHOOD SERVICES DIVISION
SOCIAL SERVICES PROGRAM

Human Services Commission
Annual Dinner Meeting
Wednesday, June 3, 2009
Summary Notes

Meeting location: Sky West Restaurant
1401 Golf Course Road
Hayward CA 94541

- I. **Call to Order:** Chairperson Samayoa convened the Commission meeting at 7:13 p.m.
- II. **Attendance** (*Record of attendance is kept from June 2009 through May 2010*):

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

* Resignation effective July 2009.

Staff in Attendance: Teresa Rodriguez, Community Programs Specialist
Victoria Williams, Paratransit Coordinator
Shauna Darwin, Secretary

Commissioner Yip's daughter, Danielle, was also in attendance..

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III. Public Comments:

There were no public comments.

IV. Election of FY 09-10 Human Services Commission Officers:

Commissioner Henderson, serving on the Nominations Committee presented the slate of candidates:

Elizabeth Samayoa, Chair
James Millet III, Vice-Chair

Commissioners Samayoa and Millet both expressed interest in continuing to serve as officers in the current capacities. Commissioner Lind made a motion to re-elect Commissioner Samayoa as chair. Commissioner Henderson seconded the motion, which was approved with five ayes and one abstention (Samayoa). Commissioner Samayoa made a motion to re-elect Commissioner Millet as vice-chair. The motion was seconded by Commissioner Lind, and passed with five ayes and one abstention (Millet).

V. Adjournment: The meeting was adjourned at 7:18 p.m.

CITY OF HAYWARD
NEIGHBORHOOD SERVICES DIVISION
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Human Services Commission
Regular Meeting
Wednesday, July 1, 2009
Summary Notes

- I. **Call to Order:** Chairperson Samayoa convened the Commission meeting at 7:07 p.m.
- II. **Pledge of Allegiance:** Members of the Commission recited the Pledge of Allegiance, led by Commissioner Henderson.
- III. **Attendance** (*Record of attendance is kept from June 2009 through May 2010*):

Commissioners	Present this Meeting	All Meetings Year-to-Date		Regular Meetings Year-to-Date	
		Present	Absent	Present	Absent
Elisa Alarcón	X	1	1	1	1
Lucy Castillo*	X	1	0	1	0
Todd Davis*	X	1	0	1	0
Joyce Dobro	O	0	2	0	2
Ben Henderson	X	2	0	2	0
Robert Lara*	O	0	1	0	1
Julie Lind	O	1	1	1	1
James Millet III (Vice Chair)	X	2	0	2	0
Elizabeth Samayoa (Chair)	X	2	0	2	0
Sarabjit Sing Toor	X	1	1	1	1
Jossda Yip	X	2	0	2	0

* Appointment effective July 2009.

Staff in Attendance: Anne Culver, Social Services Planning Manager

Council Member Zermeno was also in attendance.

Guests in attendance signed the Guest Sign-In sheet.

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- IV. **Public Comments:** Commissioners introduced themselves and extended a warm welcome to recently appointed Commissioners in attendance.
- V. **Certificate of Appreciation to Outgoing Commissioner Baptista:** Chairperson Samayoa presented outgoing Commissioner Baptista with a Certificate of Appreciation. Commissioners expressed their gratitude to Ms. Baptista for her dedication to the Commission, and wished her well in her current and future endeavors.
- VI. **FY 09-10 Election of Officers:** An election for Secretary will be held at the September meeting. Commissioner Castillo volunteered to serve, if elected, as Secretary for the commission.
- VII. **Approval of Summary Notes from the May 6, and June 3, 2009 HSC Meetings:** Commissioner Henderson made a motion to approve both the May 6th and June 3rd Summary Notes. The motion was seconded by Commissioner Millett. Newly appointed Commissioners Castillo and Davis were not yet appointed to the Commission at the May or June Meetings, and chose to abstain from the vote. With these abstentions, there were not enough aye votes to pass the motion. This agenda item will be placed on the September meeting Agenda.
- VIII. **Liaison Assignments for FY 2010 Social Service Funded Agencies:** Commissioner Liaison assignments were made to each of the funded agencies, and Liaison Reports scheduled, as indicated on the attached Agency Liaison Chart.
- IX. **Approval of FY 2010 Meeting Calendar:** Commissioner Millet made a motion to approve the FY 2009-10 Calendar, which would continue the Commission's practice of meeting on the first Wednesday at every month at 7:00 p.m., and recessing in August 2009. Commissioner Castillo seconded the motion, which was approved unanimously.
- X. **Funding Process Update:** Ms. Culver provided an update on the City's efforts to qualify for funding authorized by the American Recovery and Reinvestment Act of 2009.
- XI. **Staff Reports:**
 - A. **Hate Crimes Report:** The May and June 2009 Hate Crime Reports were distributed.
 - B. **Paratransit Report:** The April and May 2009 Paratransit Reports were distributed.

City of Hayward
Human Services Commission Meeting Summary Notes
Regular Meeting
July 1, 2009

XII. Future Agenda Items:

- A.** Election of Secretary
- B.** Continuing Education Calendars
- C.** Fall Funded Agency Tour
- D.** Orientation to the Brown Act & Conflict of Interest Law

XIII. Adjournment: The meeting was adjourned at 9:13 p.m.