



City of San Leandro

Civic Center
835 East 14th Street
San Leandro, California

Minutes

Human Services Commission

Chair Zachary James Borja, District 6

Vice Chair Tiare G. Peña, District 2

Jane Ann Abelee, At Large (5)

Peggy Combs, District 5

Darlene Daevu, District 4

Moirra Fry, District 1

Mary Gordon, At Large (5)

Susan Snell, District 3

Vacancy, At Large

Tuesday, April 4, 2023

7:00 PM

Surlene Grant Community Room

Special Meeting

1. ROLL CALL

The meeting was called to order at 7:04PM

Present 7: Borja, Gordon, Snell, Combs, Abelee, Pena, Fry

Absent 1: Daevu (unexcused)

Additional attendance: City Staff - Tom Liao (Community Development Director), Kimberly Anderson (Housing Specialist II), Luz Palacios (Human Services Intern)

2. APPROVAL OF AGENDA OF APRIL 4, 2023

Motion: Commissioner Combs

Second: Commissioner Snell

Ayes: 7

Nays: 0

Abstentions: 0

3. APPROVAL OF MINUTES OF FEBRUARY 22, 2023

Motion: Commissioner Combs

Second: Commissioner Gordon

Ayes: 6

Nays: 0

Abstentions: 1

3.A Draft Minutes of the Human Services Commission Meeting of February 22, 2023

Attachments: [DraftMinutes 22February2023.pdf](#)

4. PUBLIC COMMENTS

Naranjo informed the Commission that no public comments were received via

eComment; the Commission was advised by email this morning.

5. CORRESPONDENCE

None.

6. CAP/CDBG AWARDS DISCUSSION & RECOMMENDATIONS

Naranjo begins CAP/CDBG Award Discussion and Recommendations with PowerPoint presentation, the first slide detailing key dates in the decision making process. The following slides include previous funding cycle requested amounts and awards for both CAP grantees and CDBG grantees to provide Commissioners with insight on past award amounts, allowing for an informed decision when making recommendations during the current cycle. The next slide provides a snapshot of the current CAP and CDBG applicants, the requested amount, the minimum amount each organization is able to work with, and a short summary of the scope of work they provide. Naranjo goes over each slide in detail.

Statement made by Tom Liao correcting a miscommunication regarding an applicant that was later removed from the CAP application pool as a result of being funded under a different funding source. Statement made by Chair Borja announcing his recusal during the discussion period regarding SOS/MOW as it is a conflict of interest. The Vice Chair will act in Chair Borja's place during his brief recusal.

A discussion regarding award recommendations then takes place. The CAP discussion led by Naranjo and the CDBG discussion led by Liao. The following recommendations are made for CDBG:

Minimum amounts awarded to each organization, with some rounding to reach full use of funds.

Calico - \$22k

Davis Street Family Resource Center - \$30k

SOS/MOW - \$39k

Spectrum - \$30,342

Motion: Commissioner Combs

Second: Commissioner Abelee

Ayes: 5

Nays: 0

Abstentions: 1

Chair Borja returns for CAP discussion as SOS/MOW is not in the CAP applicant pool. The following recommendations are made for CAP:

Ruby's Place - \$31k

SAVE - \$18k

Seneca - \$35k

EBAC - \$35k

FVLC - \$41k

Motion: Commissioner Combs

Second: Commissioner Abelee

Ayes: 7

Nays: 0

Abstentions: 0

With recommendations made and recorded, the discussion is concluded.

7. ORAL REPORT OF SECRETARY

No actions taken. Naranjo provided the following updates:

To support violence prevention efforts in San Leandro and neighboring communities, Building Futures is facilitating a Domestic Violence Counselor Certification Training. The trainings are being held in the Surlene Grant Community Room every Friday from March 3rd through April 7th. Those who successfully complete this training are awarded a certificate that allows them to work with survivors of domestic violence in the state of California. Participants learn about the dynamics of an abusive relationship, what rights survivors are entitled to, what resources are offered in Alameda County, and how best to support a survivor of domestic violence. This training is offered to those working at non-profits, those who wish to volunteer with Building Futures, as well as those who wish to learn.

Through a collaboration between the Human Services Department, Housing Consortium of the East Bay (HCEB), April Showers, and the First United Methodist Church, a warming center opened to support some of our unhoused residents given the needs resulting from the harsh-winter weather we are experiencing. The warming center opened on March 16th and will remain open until April 30th. The Center is opened every Tuesday, Thursday and Sunday. The Center has served up to 12 people/night. Our homeless provider partners have been helping with outreach and promotion to the unhoused. These partners include: Building Futures, Tiburcio Vasquez Health Center, East Bay Bridget Connect, and Davis Street Family Resource Center. Some barriers to accessing warming center services that we are looking further into include transportation, people at encampments not wanting to leave their belongings unattended, no pets allowed, and the need for more supplies (e.g., sleeping bags).

The Human Services Department's Senior Services has expanded its partnership with Mercy Brown Bag to increase food access for some of San Leandro's most vulnerable. There has been a sharp increase in demand since Spring 2020, and presently 240 bags are distributed on the second and fourth Monday of each month. After months of careful planning and site visits to other food distribution programs to glean greater insight into best practices to incorporate into San Leandro's distribution, Senior Services staff partnered with Mercy Brown Bag staff and dedicated program volunteers to open a second distribution site at Marina Community Center on Tuesday, March 14. Approximately 30% were new to the program; the remainder transitioned from the Senior Community Center as the new pickup location is closer to their home. Staff expect that this addition will result in increase access to food, while decreasing the operation demands at each site.

Lastly, on behalf of the City of San Leandro, Naranjo expressed our gratitude to the commissioners who will complete their appointment to this commission after this meeting. He thanked them for their time, energy, and commitment that supported the health and well-being of San Leandro residents. Concluding her appointment today is Commissioner Gordon who started her service with

this Commission on January 4, 2022. Commissioner Abelee who started her appointment on March 4, 2019, and Commissioner Combs who started her appointment on this Commission on February 4, 2019 and also served on the Recreation & Parks Commission from 2006-2012. All have been and are involved with various organizations at multiple levels in support of our community, so we want to thank them for their continuous service. We are extremely grateful for their contributions and we wish them the best in your future endeavors.

Regarding new appointments, at our April 26th we will welcome our newly appointed commissioners: James Reed, Beatrice Cardenas-Duncan, and Jessi Bailey. Our Department will be contacting them shortly to coordinate their onboarding so that they are ready for their first meeting. Lastly, congratulations to Commissioner Fry for her reappointment. She is now one of the at-large appointments made by Mayor Juan Gonzalez III.

8. UNFINISHED BUSINESS

None.

9. NEW BUSINESS

None.

10. REPORT OF CHAIR

No actions taken. Chair Borja expresses gratitude to Commissioner Combs for her insight at each meeting and appreciation to staff and Commission members for their contributions and knowledge brought to each meeting.

11. COMMISSION COMMENTS

Commissioner Pena expresses gratitude to her fellow Commission members for their patience, knowledge, and service as her fellow commission members, and offers thanks to staff. Commissioner Combs also expresses her gratitude to her fellow Commission members and staff and her appreciation for 4 years. She also suggests to add to the budget page a brief narrative explaining how the amount requests were achieved, and making improvements to the RFP. Commissioner Gordon mentions her experience as enlightening and is grateful for the opportunity and thanks staff. She also mentions that she would like to see more funding for the organizations that we work with and potentially offering grants to food banks. Commissioner Fry offers thanks to those that have offered their time, effort, and energy to the grant process and to the Commission. Commissioner Abelee mentions that it has been a pleasure working with her fellow Commission members and she has learned a lot serving on the Commission. Abelee also thanks Naranjo for his leadership and Borja for his hard work and offers thanks to staff. Commissioner Peña shared that the Grant process was amazing, thanks staff, including the Community Development Department Staff. Commissioner Snell mentions the current grant process has improved but has room for improvement. Snell makes the following suggestions: Taking another look at the questionnaire to make sure all the information is accurate. Snell appreciates Borja's recusal during discussion regarding SOS/MOW and hopes to incorporate the same due diligence in the future.

12. ADJOURNMENT

Motion: Snell
Second: Combs
Ayes: 7
Nays: 0
Abstentions: 0
Adjournment: 8:33PM