



City of San Leandro

Civic Center
835 East 14th Street
San Leandro, California

Minutes

Human Services Commission

Chair Zachary Borja, District 6
Vice Chair Tiare Peña, District 2
Jane Ann Abelee, At Large (5)
Peggy Combs, District 5
Darlene Daevu, District 4
Moir Fry, District 1
Mary Gordon, At Large (5)
Nicholas Sermeño, At Large (2)
Susan Snell, District 3

Wednesday, October 26, 2022

7:00 PM

City Hall, Sister Cities Gallery

1. ROLL CALL

The meeting was called to order at 7:04pm.

Present 6: Abelee, Borja, Combs, Gordon, Peña, Snell

Absent 3: Fry (excused), Daevu (unexcused), Sermeño (excused)

2. APPROVAL OF AGENDA OF October 26, 2022

Motion to approve agenda: Approved - MSC (Snell, Gordon) (6 Ayes, 0 Nays)

3. APPROVAL OF MINUTES OF September 28, 2022

Motion to approve minutes: Approved - MSC (Combs, Snell) (6 Ayes; 0 Nays)

3.A. Draft Minutes of the Human Services Commission Meeting of September 28, 2022

Attachments: [DraftMinutes09-28-2022.pdf](#)

4. PUBLIC COMMENTS

Public comment was made by Jonathan Sandoval.

5. CORRESPONDENCE

None.

6. ORAL REPORT OF SECRETARY

6.A. Human Services Department - Staffing Update

E. Castillo informed the commission that Dana Turner, who had recently joined the Human Services Department as a new full time staff member in the role of Human Services Specialist had transitioned back to the City Managers office and this position is now vacant again. Also, that the department had filled the part time position that would assist with food programming. That staff member is Richard Uribe.

7. UNFINISHED BUSINESS

7.A. Review Updated CDBG/CAP Grant Timeline

Attachments: [HSC Community Assistance Grants Plan-External.xlsx](#)

Motion to approve updated grant timeline barring any changes to critical dates: Approved - MSC (Gordon, Combs) (6 Ayes; 0 Nays)

8. NEW BUSINESS

8.A. Review Draft Request for Proposals (RFP) and Scoring Rubric

Attachments: [CAP CDBG RFP Instructions - 2023-25 v3.pdf](#)

The commission conducted a question and answer session with both Human Services Department and Community Development staff to discuss and provide input for next years community assistance grants RFP application, application instruction and scoring rubric.

9. REPORT OF CHAIR

No actions taken.

10. COMMISSION COMMENTS

No actions taken.

11. ADJOURNMENT

Approved - MSC to adjourn the meeting (Snell, Combs) 6 Ayes, 0 Nays

Adjournment: 8:41pm