



# 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 Moira Fry, At Large (1)*  
*Jessi A. Bailey, District 5*  
*Beatrice C. Cardenas-Duncan, At Large (5)*  
*Arlene T. Lum, District 4*  
*Erin Ouborg, District 1*  
*James M. Reed, At Large (4)*  
*Vacancy, District 2*  
*Vacancy, District 3*

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Wednesday, April 24, 2024

7:00 PM

City Hall, Sister Cities Gallery

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#### 1. ROLL CALL

The meeting was called to order at 7:06pm  
Present 5: Cardenas- Duncan, Fry, Bailey, Lum, Reed  
Absent 2: Borja (excused), Ouborg

#### 2. APPROVAL OF AGENDA OF April 24, 2024

Motion to approve agenda:  
Approved - MSC (Bailey, Cardenas- Duncan)  
Ayes: 5  
Nays: 0  
Abstentions: 0

#### 3. APPROVAL OF MINUTES OF March 27, 2024

Motion to approve minutes:  
Approved - MSC (Lum, Cardenas-Duncan)  
Ayes: 4  
Nays: 0  
Abstentions: 1

#### 3.A. Draft Minutes

Attachments: [MinutesMarch](#)

#### 4. PUBLIC COMMENTS

none.

#### 5. CORRESPONDENCE

none.

**6. GUEST PRESENTATIONS**

**6.A. AHS Presentation**

Attachments: [SL HS Commission 4.24.24](#)

Presentation of Asian Health Services by CEO, Julia Lou and President, Thu Quach.

**6.B. SOS MOW Presentation**

Attachments: [SOS MOW City of San Leandro Presentation](#)

Presentation of Services Opportunity for Seniors, Meals on Wheels by Executive Director, Charlie Deterline and Outreach Coordinator, John Schinkel-Kludjian.

**7. ORAL REPORT OF SECRETARY**

**7.A. Commissioner Vacancies Update**

E. Castillo shared with the commission, the formal process of filling commission vacancies:

- Applications can be submitted at any time (no need to wait for a vacancy to apply)
- The Clerk’s Office partners with the communications team to do outreach and advertising
- Applications are forwarded to the appointing council member for review
- The council member submits their nominee for approval by the City Council at a meeting
- Once the nominee is approved, the appointment is voted on at a second City Council meeting

**7.B. Form 700 Filing**

E. Castillo reminded the commission that the Form 700 filing was due to the state and to please complete as soon as possible. The form 700 filing is required of all commissioners.

**8. UNFINISHED BUSINESS**

**8.A. Cherry Festival Participation**

The commission agreed to the Senior Commissions invitation to participate in the Cherry Festival parade together, riding the Flex Shuttle.

**9. NEW BUSINESS**

none.

**10. REPORT OF CHAIR**

no actions taken.

**11. COMMISSION COMMENTS**

no actions taken.

**12. ADJOURNMENT**

Motion to adjourn meeting:  
Approved - MSC (Lum, Bailey)  
Ayes: 5

Nays: 0  
Abstentions: 0  
Adjournment: 8:25pm