



City of San Leandro

Civic Center
835 East 14th Street
San Leandro, California

Draft Minutes

Human Services Commission

Chair Victor Aguilar, At Large (3)
Vice Chair Alice Sarafian, District 1
Arleen Carino, District 5
Amy Cassidy, District At Large (1)
Don Lancaster, District At Large (5)
Pedro Naranjo, District 2
Bose Onyemem, District 4
Kathy Sanchez, District 6
Susan Snell, District 3

Wednesday, June 27, 2018

7:00 PM

City Hall, Sister Cities Gallery

1. ROLL CALL

PRESENT: Chair Aguilar, Jr., Commissioners Carino, Lancaster, Naranjo,
Onyemem, Sarafian, Snell
ABSENT: Commissioners Cassidy and Sanchez

2. APPROVAL OF AGENDA OF JUNE 27, 2018

Motion to approve agenda with revision to exclude Item 6. Guest Presentations
by Commissioner Sarafian and seconded by Commissioner Naranjo

AYE: 7 NAY: 0 ABSTAIN: 0

3. APPROVAL OF MINUTES OF MAY 23, 2018

Motion to approve minutes as revised by Commissioner Snell and seconded by
Commissioner Lancaster.

- 1) Item 10.C. - Remove Commissioner Sanchez who was not present at the site visit and replace with Commissioner Snell who was present.
- 2) Item 10.C. Para 2 - Revise to read "... sheltering/showing/laundering facilities ..."
- 3) Item 10.C. Para 2 - Revise to read "... menu of services, but the agency has no plans ..."
- 4) Item 10.C. Add Commissioner Naranjo as an attendee to the site visit.

AYE: 6 NAY: 0 ABSTAIN: 1 (Commissioner Sarafian)

4. PUBLIC COMMENTS

None

5. CORRESPONDENCE

None - Request to have this item remove from future Agenda unless

appropriate

6. GUEST PRESENTATIONS

None. Request to have this item removed from future agenda unless appropriate.

7. ORAL REPORT OF SECRETARY

None

8. COMMITTEE REPORTS

None - Request to have this item removed from future Agenda unless appropriate.

9. UNFINISHED BUSINESS

None

9. NEW BUSINESS: REPORT ON SITE VISITS

10.A. FAMILY VIOLENCE LAW CENTER (FVLC)

J. Dong and Commissioner Lancaster attended the site visit to FVLC:

Commissioner Lancaster reported on the site visit as being a useful program that assist individuals of domestic violence, but his perspective on the program questions the number of lawyers that assist clients from the beginning of the process to the court appearance. In his opinion, it seems that the clients are representing themselves in court without lawyers present. He feels lawyers should be present through the entire process, not just the front-end. He understands the organization maybe short-staffed, but knowing this will help resolve the issue for the future.

FVLC did not provide the information and would like staff to follow-up with FVLC.

10.B. SAFE ALTERNATIVE TO VIOLENT ENVIRONMENT (SAVE)

J. Dong and Commissioners Carino and Cassidy attended the site visit to SAVE.

Commissioner Carino commented that the site visit took place at City Hall. She reported that the services provided by SAVE is valuable and unique to San Leandro as they are the only non-profit that assist victims with legal matters.

It is not clear the number of participants and breakdown of San Leandro residents served since the organization serves various cities.

The SAVE program provides an advocate that works at the San Leandro Police Department once a week on cases that involves sexual abuse and domestic violence. The advocate works with victims to make sure legal assistance and other appropriate services are provided, including restraining orders.

SAVE's office is located in Fremont with advocates stationed at various municipal police departments. Commissioner Naranjo expressed that a site visit should be at the organization's actual site, saying that you get a certain "feel" when you meet the staff and see the location in order to get a good sense of the organization.

The common conclusions, as Commissioner Snell stated are: 1) Site visits need to be at the actual site, 2) When site visits are performed, it should happen when clients are present, and 3) Handouts for every site visit (non-public handouts) should be circulated to all Commissioners by staff, regardless of who attends.

10.C. SOS/MEALS ON WHEELS

J. Dong and Commissioners Lancaster and Sarafian attended the site visit to SOS/Meals on Wheels.

Commissioner Lancaster reported his site visit experience, commenting that it is a very good program and worthy of support from San Leandro, from the food prep to the packaging that happens on site. Their mode of providing meals to seniors in our community is absolutely wonderful, to the extent that he wants to volunteer.

SOS/Meals on Wheels is looking to expand into Alameda. It was recommended that the organization should extend their services to the African-American community; reaching out to other civic organizations would be an avenue in providing a strong presence in the African-American community.

Commissioner Sarafian also shared her experience, saying that everyone should visit the site; everyone was happy and joyful in what they were doing. Executive Director Connie McCabe is amazing and is taking the organization to higher levels. She made note that Oakland funds them \$1 per meal and no one is denied the services.

Commissioner Sarafian observed that the racial component of clients was interesting – 59% Caucasian, 11% African-American, 25% Hispanic and Asian (5% other). They are definitely outreaching to other communities, but are operating at capacity. Shocking to her that it cost \$9 to make a meal, so she looked into Miraglia's catering cost and discovered their cost per person is a lot more than \$9, considering the serving size.

The suggested donation per meal is \$3.50, but the average collection is \$1.65. A new Fremont program has been added, which will help with funding the program. SOS/Meals on Wheels is forecasting approximately \$128,000 to \$130,000 per year.

SOS/Meals on Wheel received a grant to hire three new employees. They used this grant to hire interns from Cal State. They also received a grant to purchase emergency supplies, such as microwave ovens and diapers that are provided in certain situations.

Commissioner Onyemem shared that SOS is not only food delivery, but they

also look after the elderly and provide medical assistance and companionship.

Commissioner Lancaster shared his personal observation that this is a non-profit agency that others can take away from in terms of the diversity of the staff, level of service, and capacity in which they deliver service and the impact that they make. He feels this model and those issues are transferrable to other non-profits and it is a model they can learn from.

Commissioner Sarafian asked if there was follow-up with J. Dong regarding the CDBG funds and any discussion between Community Development staff regarding the CDBG component. E. Hwang will look into it.

Commissioner Naranjo shared that he enjoys site visits and his time with the Commission. He has lived in San Leandro for 15 years and going on site visits gives him a sense of what services are being provided in his own city. He feels it would be a great idea to highlight these non-profits that the City supports, for example, in the San Leandro Times. Also, on an annual basis, award or highlight one of the agencies throughout the year. The objective of doing this is to: 1) Help to build the capacity of the organization and to help promote their service to solicit volunteers, donations, etc. 2) Would be good public relations for the city by letting residents know what their tax money is spent on, and 3) Holds agencies accountable. More visibility leads to more accountability.

Commissioner Sarafian mentioned that the May 29, 2018 FESCO site visit was not on the agenda and requested that it be put on the agenda for July 25, 2018.

11. REPORT OF CHAIR

Chair Aguilar thanked everyone for attending the site visits and for their services. He also recognized the non-profit organizations for their great work in our community.

12. COMMISSION COMMENTS

Commissioner Sarafian requests a brief site visit to Girls, Inc. to see the operation. She also requests that MedShare give a presentation on the services they offer. She encouraged Commissioners to suggest other non-profits make a presentation of their services.

Commissioner Naranjo requests for a timeline for applications/RBAs and a discussion on the GAP Analysis. Commissioners were in concurrence.

Commissioner Snell spoke about the GAP Analysis being in a draft format and feels that it is hard for her to defend funding recommendations when relying on a document that is not in final form and on old data. She would like to see this brought to the attention of the City Manager.

If the issues with the GAP Analysis is not resolved by the next meeting, suggestion was made to have the City Manager present to discuss the City's expectation, as well as the Commissions expectation.

13. ADJOURNMENT

Motion to adjourn by Commissioner Snell and seconded by Commissioner Lancaster at 7:48 p.m.

AYE: 7 NAY: 0 ABSTAIN: 0

DRAFT