

**CITY OF SAN LEANDRO  
HUMAN SERVICES COMMISSION  
WEDNESDAY, APRIL 27, 2016 - 7:00 P.M.  
CITY HALL, SISTER CITIES GALLERY ROOM  
MEETING MINUTES**

The meeting was called to order at 7:01 PM.

**PRESENT** Chair Trujillo, Commissioners, Aguilar, Carino, Cassidy, Minnis, Onyemem, Sanchez, Sarafian, Snell and Secretary Dong

**ABSENCES** None

**GUESTS** None

**APPROVAL OF AGENDA OF APRIL 27, 2016**

MSC (Cassidy/Sarafian) to approve agenda as submitted. (9 Ayes, 0 Nays, 0 Abstain).

- Tom Liao, Deputy Community Development Director arrived during agenda item 7A “FESCO site visit report.” MSC (Cassidy/Aguilar) to amend the agenda to allow Mr. Liao to report on agenda item 9A “Approval of second-year funding of CDBG (with 3% increase)” right after the completion of the FESCO site visit report.

**APPROVAL OF MINUTES OF FEBRUARY 24, 2016 AND MARCH 23, 2016**

- MSC (Sarafian/Sanchez) to approve the minutes for the February 24, 2016 meeting as amended. (9 Ayes, 0 Nays, 0 Abstain)
- MSC (Aguilar/Sanchez) to approve the minutes for the March 23, 2016 meeting as submitted. (9 Ayes, 0 Nays, 0 Abstain)

**PUBLIC COMMENTS**

- None

**CORRESPONDENCE**

- Secretary Dong provided a copy of the revised Community Assistance Program (CAP) grant site visit schedule.

**ORAL REPORT OF SECRETARY**

- None

**COMMITTEE REPORTS**

- Site Visit Report: FESCO, April 8, 2016 at 9:30 am  
Commissioner Minnis reported they visited Banyan house in Hayward which is transitional housing and an emergency center. They have a large wait list to receive services and the majority of those served are referred to them by word of mouth or through Eden I&R 211. The funds received from the Human Services Commission CAP grant are primarily utilized for administrative and case management staffing. Commissioner Minnis reported FESCO is holding their Walk-A-Thon Fundraiser on Saturday, April 30, 2016 at Marina Park in San Leandro. Commissioner Sanchez added Banyan House provides transitional housing to homeless families. Families provide 30% of their income and they may stay up to 6 months. They are challenged by the scarcity of housing.
- Site Visit Report: Spectrum Community Services, April 21, 2016 at 11:50 am

Commissioner Carino reported the commissioners that attended the site visit participated in the lunch program and she shared the menu choices for that day. Lara Calvert-York, the Executive Director, Peggy Herndon, the Chief Financial Officer and Jillian Schafer, the Senior Nutrition Program Manager represented Spectrum at the site visit. Spectrum serves an average of 15-20 participants daily at the Senior Community Center (SCC). A discussion ensued regarding transportation options and outreach opportunities for the program followed by a period of questions and answers. The Commission asked Secretary Dong to send a letter to Spectrum Community Services with a list of program recommendations from the Commission.

- Next Site Visit: Family Service Counseling Center, May 6, 2016 at 3:30 pm  
2235 Polvorosa Dr. Suite 260, San Leandro, CA 94577

Chair Trujillo inquired which Commissioners would be available to attend the site visit to Family Services Counseling Center (FSCC). Commissioners Cassidy, Minnis and Onyemem will attend the site visit. Commissioner Snell reported she is unable to attend the site visit but requested a complete list of services FSCC provides.

#### UNFINISHED BUSINESS

- Approval of second-year funding of CDBG (with 3% increase)  
Secretary Dong announced that the report not previously attached to the packet at the time of Human Services Commission agenda distribution has been distributed and there are copies available to the public. The report itself and chart were originally made public and is still available to the public from a previous City Council meeting. Tom Liao, Deputy Community Development Director gave a general overview of the CDBG two-year funding process. He reported HUD informed the City that they would receive a nominal increase in the overall CDBG budget of 3% across the board. In the past it has been recommended to City Council that the increase be spread evenly amongst the agencies receiving CDBG funding. The recommendation is being presented to City Council on Monday, May 2, 2016. Commissioner Sarafian asked Liao to review the criteria for organizations receiving CDBG funds. This was followed by a period of questions and answers.
- Human Services Gap Analysis – Selection of Consultant  
Secretary Dong reported that the City issued the Request For Proposal (RFP) on March 4, 2016 and four responses were received. Dong gave a brief overview of the data the analysis would provide the City. A panel to review the submittals was comprised of Susan Snell, representing the Human Services Commission; Janice Woycheshin, representing the Senior Commission; Jason Toro of the Barbara Lee Wellness Center, representing the youth population and Secretary Dong. The panel selected Urban Strategies Counsel from Oakland, CA. Commissioner Snell reported that they received very good submissions and shared her experience on the panel.

#### NEW BUSINESS

- Eden I & R Monthly Reports – January and February 2016  
The reports were disseminated. Chair Trujillo reported she has used the service to inquire about shelter availability and shared it is a responsive service. The reports will be discussed further at the May 25, 2016 meeting.

#### REPORT OF CHAIR

- Chair Trujillo reported SOS/Meals on Wheels is having their luncheon on May 14, 2016 at 11:30 am in Hayward. She inquired if anyone had received invitations. Secretary Dong confirmed invitations were received in the Recreation and Human Services Department and were mailed out accordingly. Trujillo reminded the Commission of the Cinco de Mayo celebration at the City's Civic Center Plaza and encouraged them to attend.

#### COMMISSION COMMENTS

- Commissioner Aguilar reported his company sent him to the Hispanic National Bar Association in Las Vegas. It was the LGBT Summit and there were individuals from all over the United States. There was a panel discussion regarding the transgender and one of the panelists was an attorney from the Transgender Law Center in Oakland. Aguilar was able to speak with her regarding offering services to the San Leandro community. Aguilar is hosting a membership and scholarship drive for Floresta Gardens on Saturday 12-3 pm. The money raised is used to award 2 scholarships to High School students attending college or vocational school. They raised \$500 last year and were able to award two scholarships of \$250 each that were awarded to 2 students from San Leandro High School.
- Commissioner Cassidy reported there is an elementary school student at her school that has identified as transgender and the school community is exploring how to best support the student. Cassidy asked if Commissioner Aguilar was still in touch with the person from the Transgender Law Center. The school district, the students and students' families would also benefit from their services.
- Secretary Dong reported the Truth is Beauty is coming in the fall to the Tech Campus. Dong shared she will be bringing an item to the Domestic Violence Taskforce regarding Truth is Beauty which will initiate a dialogue regarding Truth is Beauty and what she represents. Dong gave a brief overview of what the statue represents to the artist.
- Commissioner Sarafian reported about the [www.amazon.com](http://www.amazon.com) Smile Program. Amazon is working with designated non-profit agencies to assist in raising funds. She gave an overview of the program and shared it is a wonderful way to help non-profit agencies.

#### ADJOURNMENT

MSC (Aguilar/Snell) to adjourn meeting at 8:13 pm. (9 Ayes, 0 Nays, 0 Abstain)

Respectfully Submitted,

Secretary Jeanette Dong