



MINUTES
Community Services Commission Meeting
June 18, 2025 @ 7:00 pm

Hayward City Hall, 777 B Street, Hayward, CA 94541 – Conference Room 2A & Zoom

ANNOUNCEMENT OF MEETING AVAILABILITY

Webinar ID: 868 6572 9158 – Password: 4c0V%JUN – Passcode for “Dial-in Option” 75357384

CALL TO ORDER

Meeting called to order at 7:01pm by Chair Lenita Wheeler

PLEDGE OF ALLEGIANCE

Led by Commissioner Alvite

AB 2449 Teleconference Notification and Consideration

ROLL CALL

Members Present:

- Elaine Alvite, Commissioner
- Guadalupe Angulo, Commissioner
- Hoang Dao, Commissioner
- Hazel de Leon, Commissioner
- Janet Kassouf, Commissioner
- Yoshiko Kimura, Commissioner
- Daisy Maxion, Commissioner
- Linda Moore, Commissioner / Vice Chair
- Lenita Wheeler, Commissioner / Chair
- Calvin Wong, Commissioner

Absent:

- Amardeep Brar, Commissioner
- Jesse Gunn, Commissioner
- Jagdeep Singh, Commissioner
- Mariana Triviso, Commissioner

Staff:

- Dr. Amy Cole-Bloom, Community Services Manager
- Carol Lee, Management Analyst
- Emily Hwang, Management Analyst
- Evelyn R. Olivera, Senior Secretary

PUBLIC COMMENT (not on the agenda)

Jessica Moses, Senior Meals Program Manager at Spectrum Senior Meals in Hayward, expressed gratitude for the grants received. These funds enabled the organization to serve 3,046 meals to Hayward seniors in May alone, with a total of 28,795 meals served to date. Additionally, Spectrum has distributed 585 shelf-stable emergency meals and plans to distribute 150 more on June 24th at the Eden Japanese Community Center.

MINUTES

Approval of the Minutes of the Community Services Commission Meeting on June 18, 2025

- Commissioner Janet Kassouf made a motion to approve the minutes. Commissioner Lenita Wheeler offered a friendly amendment to: (1) add “Chair” after her name in the ROLL CALL – Members Present section, and (2) remove the word “Present” after “Absent” in the Absent members section. Commissioner Linda Moore seconded the motion. The minutes were approved unanimously. See *Figure 1: Action Item Votes for the roll call vote*.

REPORT ITEMS

Informational Item: Community Agency Funding (CAF) Program Improvements: Rubric Updates

Ms. Emily Hwang provided a recap of the CAF process discussed at the May CSC meeting, incorporating the Commission’s collective feedback. She also summarized recommended changes to the Scoring Rubric, highlighting the intent to collaborate with the Commission in developing a tool to help ARCs reach stronger consensus ahead of deliberations, making the process more objective, efficient, and transparent.

Dr. Cole-Bloom provided responses to commissioners’ clarifying questions prior to the interactive feedback and discussion of the work session.

Ms. Emily Hwang led the interactive feedback portion of the work session to support a more expansive and engaging discussion based on the Commission’s preference points, weighting scores, and performance.

Action Item: CSC Agenda Planning Calendar

- Commissioner Hazel de Leon made a motion to move the Informational Report: CSC Review of the Upcoming Funding Process – Review Process Changes and Scoring Rubric from the October CSC meeting to the September CSC meeting. It was seconded by Commissioner Janet Kassouf. The motion was approved unanimously. See *Figure 1: Action Item Votes for roll call vote*.

Council Liaison / Commissioner / Staff Announcements

- Commissioner Daisy Maxion offered Know Your Rights Red Cards to any Commissioners interested in distributing them as community leaders.

- Commissioner Lenita Wheeler announced that the City of Hayward will host a Juneteenth Celebration at Heritage Plaza on Saturday, June 21, 2025, from 2 to 6 pm.
- Commissioner Lenita Wheeler acknowledged Commissioners Linda Moore, Janet Kassouf, and Hazel de Leon with Certificates of Appreciation, awarded on behalf of the Community Services Commission in recognition of their contributions to the City of Hayward and its residents.
- Commissioners Linda Moore, Janet Kassouf, and Hazel de Leon thanked the Commission and expressed that it was an honor and privilege to serve.
- Dr. Cole-Bloom announced that the City is currently recruiting new commissioners. Applications are due by August 1, 2025, with interviews scheduled for August 26, 2025, and a tentative swearing-in set for September 16, 2025.
- Dr. Cole-Bloom announced that the City has received notification of its CDBG Entitlement Funding in the amount of \$1.5 million. She also shared that the City Council has adopted the budget for FY 2025–2026.

ADJOURNMENT

Chair Lenita Wheeler adjourned the meeting at 9:27 pm

Figure 1: Action Item Votes

Commissioner	Roll Call	Minutes of the June 18, 2025 CSC Meeting	Item 8 CSC Agenda Planning Calendar
Chair Lenita Wheeler	Present	Yay	Yay
Vice Chair Linda Moore	Present	Second, Yay	Yay
Elaine Alvite	Present	Yay	Yay
Guadalupe Angulo	Present	Yay	Yay
Amardeep Brar	Absent	Absent	Absent
Hoang Dao	Present	Yay	Yay
Hazel de Leon	Present	Yay	First, Yay
Jesse Gunn	Absent	Absent	Absent
Janet Kassouf	Present	First, Yay	Second, Yay
Yoshiko Kimura	Present	Yay	Yay
Daisy Maxion	Present	Yay	Yay
Jagdeep Singh	Absent	Absent	Absent
Mariana Triviso	Absent	Absent	Absent
Calvin Wong	Present	Yay	Yay