

CITY OF HAYWARD

Hayward City Hall
777 B Street
Hayward, CA 94541
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CITY OF
HAYWARD
HEART OF THE BAY

Agenda

Wednesday, June 20, 2018

7:00 PM

City Hall, Conference Room 2A

Community Services Commission

CALL TO ORDER**PLEDGE OF ALLEGIANCE****ROLL CALL****PUBLIC COMMENTS:**

The Public Comment section provides an opportunity to address the Oversight Board on items not listed on the agenda. The Board welcomes your comments and requests that speakers present their remarks in a respectful manner, within established time limits, and focus on issues which directly affect the Board or are within the jurisdiction of the Board as the Board is prohibited by State law from discussing items not listed on the agenda, your item will be taken under consideration and may be referred to staff.

APPROVAL OF MINUTES

1. [MIN 18-086](#) Approval: Summary Notes of the May 16, 2018 Meeting

Attachments: [Attachment I. Minutes](#)

REPORTS/ACTION ITEMS

2. [RPT 18-112](#) 2018/2019 Agenda Planning Calendar

Attachments: [Attachment I. Staff Report](#)

FUTURE AGENDA ITEMS**COMMITTEE MEMBER/STAFF ANNOUNCEMENTS AND REFERRALS****ADJOURNMENT****NEXT MEETING – To be announced**

Assistance will be provided to those requiring accommodations for disabilities in compliance with the Americans Disabilities Act of 1990. Interested persons must request the accommodation at least 48 hours in advance of the meeting by contacting the City Manager at (510) 583-4300 or TDD (510) 247-3340.



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File #: MIN 18-086

DATE: June 20, 2018

TO: Community Service Commission

FROM: Community Services Manager

SUBJECT

The Minutes of the May 16, 2018 Community Services Commission Meeting are enclosed.

RECOMMENDATION

That the Community Services Commission review and approve the Minutes of the May 16, 2018.

ATTACHMENTS

Attachment I. Minutes of the May 16, 2018 Community Services Commission meeting.

MINUTES

City of Hayward Community Services Commission
May 16, 2018 @ 7:00 PM
Hayward City Hall
777 B Street, Hayward, CA 94541
Conference Room 2A

CALL TO ORDER: Meeting called to order at 7:06 p.m. by Commissioner Chairperson Isais.

ROLL CALL

Members:

- Lisa Glover-Gardin, Commissioner
- Antonio Isais, Commissioner/Chairperson
- Arvindra Reddy, Commissioner
- Julie Roche, Commissioner/Vice Chairperson
- Ernesto Sarmiento Jr., Commissioner
- Rachel Zargar, Commissioner
- Michael Francisco, Commissioner
- David Tsao, Commissioner
- Arzo Mehdavi, Commissioner

Members absent:

- Janet Kassouf, Commissioner
- Saira Guzman, Commissioner

Staff:

- Dana Bailey, Community Services Division Manager
- Jessica Lobedan, Management Analyst II (Recorder)

Guests:

- Diane Fagalde, resident
- Karen Norell, SHNC

Approval of Minutes of the Community Services Commission Meeting on January 17, 2018.

It was moved by Commissioner Roche to approve the Minutes and a second motion by Commissioner Zargar. All Commissioners in attendance moved to approve the Minutes.

Public Comments:

No public comments were made.

Review: Council Recommendations FY 2020

Dana Bailey, Community Services Division Manager, provided an overview of the City Council's recommended changes to the FY 19-20 Community Agency Funding Process. She informed the--Community Services Commission that City Council will adopt the FY 18-19 Recommendations and was pleased with the thought process that went into the deliberations. Council had questions regarding the recommendations and the Community Services Commission had clear rationale answering these questions.

Commissioners Roche, Glover-Gardin, and Isais were present at the City Council meeting approving the Community Services Commission funding recommendations.

Commissioner Isais noted that it was helpful to take notes on the funding decisions to reference during the meeting.

Commissioner Glover-Gardin commented that City Council was very engaged in the recommendations and had inquired why the Community Services Commission had not funded certain projects, including agencies that had received long-time funding. Commissioner Glover-Gardin also noted that Council was respectful of the funding decisions made by the Community Services Commission.

Commissioner Roche added that it was an emotionally intense session. She noted that members of agencies that had received reduced funding were present at the Council meeting and made impassioned pleas for restored funding. Commissioner Roche shared that the Council discussed whether additional funding should be awarded to some of these agencies. She noted that it was concerning because Council did not discuss whether funding should be awarded to all agencies who had received reduced funding, and how these organizations may perceive this.

City Council did not award any additional funds to any organizations.

Commissioner Glover-Gardin noted that perhaps certain agencies should be removed from the competitive funding process if City Council is interested in maintaining their funding allocation.

Ms. Bailey noted that at the April 17th City Council meeting, 211 was removed from the competitive funding process. City Council is recommending that City-operated programs be included in the competitive process. Community Services staff made the recommendation to City Council to leave the City-operated programs out of the competitive process.

Commissioner Glover-Gardin asked whether these programs have high funding levels. Ms. Bailey answered that these programs do have high funding levels. Commissioner Roche noted that this may need to be revisited next year. Commissioner Glover-Gardin asked that the consequences would be of removing funding from City-run programs. Ms. Bailey responded there could potentially be staff reductions or the programs may have to scale back service. Ms. Bailey will consider bringing this back to Council if the Commission needs further clarification.

Commissioner Isais noted that Council had questions about attrition related to the Community Services Community. Ms. Bailey confirmed the discussion was about the size of and turnover within the Community Services Commission. Ms. Bailey noted that the discussion wasn't



specifically about the Community Services Commission but attrition across all Commissions. Ms. Bailey noted that there are currently six vacancies on the Community Services Commission.

Commissioner Roche shared that following the April 17th City Council, a misleading article was published in CSU East Bay's student newspaper, the Pioneer. The article stated that the City of Hayward had reduced funding for domestic violence services and included a quote from Commissioner Roche. Commissioner Roche asked what, if any, response was made. Ms. Bailey responded that this was brought to the attention of the City of Hayward's Public Information Officer, and that she inquired whether a response to the article should be made. The Public Information Officer responded that no response was necessary, because the publication had not contacted the City, and because this is a student newspaper. Commissioner Isais shared that staff from one of the City's funded domestic violence organizations wants the Community Services Commission to know that she was misquoted in the article. Commissioner Roche inquired that in this scenario if the correct Commissioner protocol is to not respond. Ms. Bailey confirmed that this is the correct protocol.

Ms. Bailey shared an update from the May 15th City Council meeting wherein staff presented to Council a status update of FY2018 approved CDBG Biennial Fund Projects and review of FY2019 proposed projects. Ms. Bailey explained that additional funds leftover from past years will be reprogrammed to three new proposed projects: St. Rose (equipment); Affordable Housing NOFA; and Housing Rehabilitation (Habitat). City Council approved the projects and asked that the Community Services Commission consider including a supplemental question about contingency projects in future request for funding applications. City Council would like to have a list of contingency projects available and ready for funding in the case that additional funding become available. Multiple Commissioners expressed concern over this and had several follow-up questions. Ms. Bailey suggested that she will send the Commissions the question that is being proposed to be added to the request for funding application, and that Commissions compile a list of questions in response. Ms. Bailey will share these questions with Council Liaison Councilmember Marquez.

Discussion: Commissioner By-Laws and Appointment of Sub-Committee

Commissioner Isais requested a review of the Community Services Commission by-laws, as it relates to:

1. Term Limits for Commissions
2. Number of Commissioners serving on the CSC
3. Funding Allocations by category, particularly the Arts & Music category, and
4. Development of a Commission Mission Statement

Commissioner Glover-Gardin commented that it will be helpful to know which articles within the By-Laws are mandated and what is within the purview of the Commission.

Commissioner Isais requested a sub-committee of three to five individuals. Commissioners Zargar, Roche, Glover-Gardin, Francisco, Reddy, and Isais joined the sub-committee. Staff will coordinate with the sub-committee to set a time for the meeting(s).

Commissioner Roche commented that it will also be helpful to know what the role of the Parliamentarian is. Staff will research this and inform the members of the sub-committee.

Commissioner Announcements

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Ms. Bailey announced that Rachael McNamara will be leaving the City of Hayward. She then introduced Jessica Lobedan as the new Community Services Management Analyst. Ms. Lobedan introduced herself.

Commissioner Isais inquired which staff will field questions from funded agencies. Ms. Bailey responded that Alex Mora, Program Specialist, will be working with funded agencies.

Commissioner Roche inquired whether there were any updates from the May 12th citywide cleanup and community fair. Commissioner Arzo shared that it was a nice event and that members of the public asked about the Community Services Commission. Commissioner Arzo also shared that she spoke with representatives from Kaiser Permanente, who let her know that Kaiser has a community fund, and if Hayward's funded agencies are looking for additional funding they can look at Kaiser's Community Fund.

Future Agenda Items

- June: Review FY 19 CSC Agenda
- July: Update on housing, affordability, and homelessness
- August: Recess
- September: 21st Century Library tour
- October: Update on new projects in the Tennyson Corridor
- November: Update Hayward Promise Neighborhood
- December: Recess

Adjournment at 8:00pm

Attendance	Present at 05/16/18 Meeting	Meetings Present to Date This Fiscal Year	Excused to Date This Fiscal Year	Absent to Date This Fiscal Year
Michael Francisco	✓	4	0	2
Lisa Glover-Gardin	✓	3	0	3
Saira Guzman	0	5	0	1
Antonio Isais *	✓	6	0	0
Janet Kassouf	0	4	0	2
Arzo Mehdavi ***	✓	4	1	1
Arvindra Reddy	✓	5	0	1
Julie Roche **	✓	6	0	0
Ernesto Sarmiento Jr.	✓	5	0	1
David Tsao	✓	3	0	3
Rachel Zargar	✓	6	0	0

✓ = Present 0 = absent X = excused

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* Chairperson
** Vice Chairperson
*** Parliamentarian

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File #: RPT 18-112

DATE: June 20, 2018

TO: Community Service Commission

FROM: Community Services Manager

SUBJECT

2018/2019 Agenda Planning Calendar

RECOMMENDATION

That the Community Services Commission reviews the 2018/2019 Agenda Planning Calendar and provides comments.

SUMMARY

The proposed Meeting Schedule Calendar for FY 2018/2019 with Agenda topics and dates are presented for the Commissions consideration. The agenda topics were compiled based on comments at previous CSC meetings.

ATTACHMENTS

Attachment I Staff Report



DATE: June 20, 2018

TO: Community Services Commission

FROM: Community Services Manager

SUBJECT 2018/2019 Agenda Planning Calendar

RECOMMENDATION

That the Community Services Commission reviews the 2018/2019 Agenda Planning Calendar and provides comments.

DISCUSSION

For the Community Services Commission (CSC) consideration, staff has revised the proposed Meeting Schedule Calendar for FY 2018/2019 with Agenda topics and dates listed below. The agenda topics were compiled based on comments at previous CSC meetings. This calendar will be agendized at each CSC meeting for review and to ensure any updates are incorporated.

FY 2018-2019 COMMUNITY SERVICES COMMISSION AGENDA PLANNING CALENDAR	
JULY 18, 2018	
Review of Citizen Participation Plan	
Update: Housing Affordability and Homelessness	
AUGUST 2018 – NO MEETING	
Recess	
SEPTEMBER 19, 2018	
Introduction of new Commissioners	
Election of Chair, Co-Chair and Parliamentarian	
Update: 21 st Century Library and Tour	
September 28, 2018 – 30 Day Notice of Funding Availability	
OCTOBER 17, 2018	
Overview of Final RFP for FY 2019-2020	
Brief – Upcoming Bidder's Conference	
Annual Agency Performance Report to CSC	
Update: Community Needs Assessment	
October 30, 2018 – Bidder's Conference	

NOVEMBER 21, 2018
Overview of FY 2019-2020 Funding Process
De-brief: Bidder's Conference
ARC selection
Update: Hayward Promise Neighborhoods
DECEMBER 2018 – NO MEETING
FYI: December 14: Agency Funding Application Deadline
FYI: Boards and Commissions Holiday Party (Date TBD)
JANUARY 2018 – NO MEETING
FYI: ARC Interviews Scheduled for Saturday, January 26 th
FEBRUARY 20, 2019
Draft Funding Recommendations
FYI: OPEN: Public Comment Period
FYI: ARC Interviews scheduled for Saturday, February 2 nd
MARCH 20, 2019
Final Funding Recommendations
FYI: END: Public Comment Period
Update: CIECC Activities
FYI: 30-Day Notice: City Council Public Hearing FY 2019-2020 Funding Recommendations
APRIL 2019 – NO MEETING
FYI: April 16: City Council Work Session
FYI: April 40: City Council Public Hearing and Adoption of Funding Recommendations
MAY 15, 2019
Review of CSC By-laws for FY 2020-2021
Adoption of FY 2020-2021 Agenda Calendar
Update: Tennyson Corridor Initiative
JUNE 2019 – NO MEETING

NEXT STEPS

Upon consideration and approval by the Commission, staff will schedule items accordingly for future CSC meetings.

Prepared and Recommended by: Dana Bailey, Community Services Manager

Approved by:

Maria A. Hurtado, Assistant City Manager