



## Human Services Commission Minutes

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### Zoom Webinar – Pleasanton, CA February 3, 2021 - 7 p.m.

#### **CALL TO ORDER**

The meeting was called to order at 7:02 p.m. by Chairperson Sedlak.

#### Pledge of Allegiance

The Pledge of Allegiance to the flag was recited.

#### Roll Call

Commissioners Present: Joe Carlucci, Varsha Clare, Harshkumar Gohil, Susan Hayes, Kelsey Lem, Meera Parikh, Patty Powers, Janeen Rubino-Brumm, and Chairperson Michael Sedlak.

Commissioners Absent: None

Staff Present: Jay Ingram, Recreation Manager; Brian Dolan, Assistant City Manager; Sean Welch, Management Analyst; Steve Hernandez, Housing Manager; Zack Silva, Recreation Supervisor; and Edith Caponigro, Recording Secretary.

#### **AGENDA AMENDMENTS**

Mr. Ingram requested an item 6 be added to the agenda for staff to provide an update on the Paratransit Program. The request was approved.

#### **MINUTES**

##### **1. Approve regular meeting minutes of March 4, 2020 and October 28, 2020.**

A motion was made by Commissioner Rubino-Brumm, seconded by Commissioner Carlucci, to approve the minutes of the March 4, 2020 Human Services Commission meeting. **The minutes were approved unanimously.**

A motion was made by Commissioner Hayes, seconded by Commissioner Parikh, to approve the minutes of the October 28, 2020 Human Services Commission meeting. **The motion was approved unanimously.**

## **MMEETING OPEN TO THE PUBLIC**

### **2. Public comment from the audience regarding items not listed on the agenda**

None.

## **MATTERS BEFORE THE COMMISSION**

### **3. City Council 2021-2022 Two-Year Work Plan Prioritization Process**

Mr. Dolan informed commissioners that for approximately 15 year City Council has been adopting a two-year work plan to help keep the community informed of Council's "shared vision" as well as a way of providing the City Manager with the policy path needed to direct City resources and prepare the annual budget and capital improvement plan.

Mr. Dolan reviewed with the commission a PowerPoint presentation that provided details about the 2021-22 Work Plan Prioritization Process. He noted that the process overview includes the Vision Statement, General Plan and Strategic Objectives that includes the following twelve categories:

1. Develop Bernal Community Park
2. General Plan Implementation
3. Maintain Fiscal Responsibility
4. Address Affordable Housing
5. Implement Improved Traffic Circulation Measures
6. Foster Economic Development
7. Strengthen Youth Programs, Services and Activities
8. Assure a Safe and Secure Community
9. Protect and Enhance Pleasanton's Quality of Life, including Downtown
10. Pursue Environmental Awareness, Health, Land Use and Preservation Issues
11. Operate an Effective and Cost-Efficient Government, and
12. Establish Integrated Initiatives for Organizational Success

Commissioners were advised that the draft 2021-2022 work plan was recently updated to show new potential priority projects identified by the public, individual goals of the mayor and councilmembers, staff identified projects, projects identified collectively by City Council, and projects that have not yet been completed but previously approved by City Council. Mr. Dolan noted that with the onset of COVID-19 and its impacts to organizational resources and staff's time it has been necessary for a great number of previously identified work plan projects to be carried over to the 2021-2022 work plan.

Commissioners were informed by Mr. Dolan that three human services related priorities are identified in the work plan, all of which were in the previous work plan and one of these priorities has been completed. The three priorities identified are:

1. Develop Framework, Recommendations and Implementation Plan to Reduce Homelessness in Pleasanton
2. Prioritize and Implement Recommendation Based on Findings in Paratransit Study, and
3. Develop a Human Services Communication Plan.

Mr. Dolan asked commissioners to consider the identified priorities, discuss any new priorities they would like to have added to the work plan, and when making a motion place the projects in their order of prioritization.

Mr. Ingram informed commissioners that the Paratransit Study has been completed and he would be providing an update under item 6 of the agenda. He also noted that the other two priorities are projects that have been carried forward from the previous work plan. Details about steps being taken to update the 2011 Eastern Alameda County Human Services Needs Assessment was provided by Mr. Ingram with a suggestion this as a priority the commission may want to consider.

Commissioner Carlucci felt the Human Services Communication Plan was something that would piggyback with a recent communication he had had with Mr. Ingram regarding the funding outcome of projects in the grant process. He felt it was important that members of the commission learn about the impact of the funding they recommend.

Commissioner Hayes discussed the recent completion of the Sunflower Hill housing project and the possibility of the organization needing funding for other projects. Mr. Dolan noted that the priority was added before the project was done and the city received a lot of assistance to get the project up and running. He agreed there could be an ongoing role to provide support in other ways that the commission may want to discuss. Commissioner Hayes confirmed that this could be a funding request brought to another commission and not necessarily have to stay with the Housing Commission. Commissioner Rubino-Brumm noted that two years ago the Sunflower Hill project had not even broken ground.

Chairperson Sedlak had questions regarding a marketing and communication plan because of the staff time required and wondered if this was a priority that should be deferred at this time. Mr. Ingram commented on the possibility of working together with other local cities on items for the Eastern Alameda County Needs Assessment update with information obtained from the recent 2020 Census that would provide better information for the area and possible access to new funds.

Chairperson Sedlak expressed concern about staff time needed and Mr. Ingram provided details on how the three local cities would work together and provide needed funding to do this.

Commissioner Hayes felt this could be a good idea, especially since COVID-19 has shown how well the three cities can work together and having one plan would be good instead of three separate ones. She was advised by Mr. Ingram that it would likely end up being a combined document for the three local cities.

Commissioner Carlucci questioned if 'priority projects' meant that funding was in place for these projects. Mr. Dolan advised that the work plan is a document that provides the City Manager a direction for using city resources and gives him an insight on moving forward with projects.

Commissioner Hayes discussed with staff the possibility of moving Sunflower Hill projects from Housing to the Human Services Commission. She also suggested that the Human Services Communication Plan be removed from the work plan and included in some way with Mr. Ingram's recommendation about the Eastern Alameda County Needs Assessment Update.

Commissioners Hayes and Carlucci discussed with Chairperson Sedlak possible projects for which Sunflower Hill might request funding be considered by the Human Services Commission. Mr. Dolan commented on projects that might be considered priority items by city council. He suggested the commission consider making two motions, one that indicates their priorities and a second that would put the projects in order of prioritization.

A motion was made by Commissioner Rubino-Brumm, seconded by Commissioner Carlucci, recommending the following prioritized human services priorities for the 2021-2022 City Council Two-Year Work Plan Prioritization process:

1. Develop Framework, Recommendations and Implementation Plan to Reduce Homelessness in Pleasanton
2. Update the Eastern Alameda County 2011 Human Services Needs Assessment, and
3. Develop a Human Services Communication Plan.

**ROLL CALL VOTE:**

AYES: Commissioner Carlucci, Clare, Gohil, Hayes, Lem, Parikh, Rubino-Brumm, and Chairperson Sedlak.

NOES: None

ABSENT: None

ABSTAIN: None

A motion was made by Commissioner Rubino-Brumm, seconded by Commissioner Carlucci, recommending the Human Services Commission move forward with the staff recommendation of working with the cities of Livermore and Dublin on the 2011 Eastern Alameda County Needs Assessment Update.

**ROLL CALL VOTE:**

AYES: Commissioner Carlucci, Clare, Gohil, Hayes, Lem, Parikh, Rubino-Brumm, and Chairperson Sedlak.

NOES: None

ABSENT: None

ABSTAIN: None

#### **4. Discuss Evaluation Process and Meeting Format for Fiscal Year 2021/22 Housing and Human Services Grant Program Review**

Mr. Ingram provided information about the grant program advising that the commission will be reviewing Fiscal Year 2021/22 grant applications at its March 3, 2021 meeting. He asked commissioners to review the funding recommendation process by discussing the evaluation and meeting format.

Commissioner Parikh commented on the process used in the past and noted that the commission has typically only asked new agencies or those agencies with new programs to present at the grant meeting. Mr. Ingram advised that agencies required to present at the March meeting have been notified and other have been encouraged to attend.

Commissioner Clare noted that agencies asked to present should be given a specific time to present with a time limit for them to speak. Commissioner Rubino-Brumm commented on the number of new agencies that have completed application and Mr. Ingram confirmed that there are three.

Commissioner Clare commented on the application received from Narika, noting they had applied for funding the previous year and since she had been unable to attend that meeting wondered why the commission had not recommended any funding for them. Commissioners advised Commissioner Clare that Narika had applied for \$1M in funding for a project .

Commissioner Clare commented on Narika's new application for funding in the amount of \$20,000 and Chairperson Sedlak advised that the commission had requested Narika attend a commission meeting and provide details about their organization. Mr. Ingram noted that Narika has submitted two applications the previous year, one to Human Services and one to Housing. Commissioner Rubino-Brumm noted that the Narika funding application indicates that their program will only serve 50 Pleasanton residents. Commissioner Carlucci felt it was important they present information at the March meeting.

Mr. Hernandez and Mr. Ingram discussed the funding application received from Goodness Village for a laundry facility project. Mr. Hernandez indicated that staff needed to do some homework on this request to determine if it is eligible for Capital Funding and what HUD requirements might be for providing funding. Commissioner Hayes questioned whether they should still be asked to present at the commissions March meeting.

Commissioner Clare asked for a confirmation that CDBG funds not used can be rolled-over to the next funding cycle. Mr. Hernandez confirm this and discussed the time issue for the Tri-Valley Haven project that requires him to request a time extension from HUD and provide them with information on the reasons for the delay.

Commissioner Carlucci indicated that he would like to learn more about project completions and commented on the Goodness Village project being the only human services application that could be considered for Capital funds. Commissioner Powers noted that two applications had fallen under Capital funding the previous year. Mr. Hernandez provided information on what funds may be available and how last year HUD had waived the 15% Public Services CAP and that amount had been allocated to all applications. He noted that staff is unsure as to what HUD will do this year.

Commissioners Hayes and Clare discussed how many of the applications are requesting funds for operating salaries and Chairperson Sedlak discussed how some organizations have provided good details on their applications.

Commissioner Clare commented on the commission approving a long-term Behavioral Health program with Axis Community Health and yet a number of applications for these grant funds are from agencies asking for funding for similar programs. Mr. Ingram commented on them being for specific age groups.

Commissioners discussed the proposed meeting time for the March meeting and agreed the start time should be 6 p.m.

Commissioner Carlucci asked that CityServe be asked to present at the March meeting. Commissioners Rubino-Brumm and Hayes agreed it would be good to have CityServe present but felt it would be better if they attended another meeting and provided the commission a report on all the work they are doing.

## **5 Election of Commission Chair and Vice Chair for 2021**

Mr. Ingram noted that annually the commission selects a Chair and Vice Chairperson to facilitate meetings and recommended the commission select a Chair and Vice Chairperson.

Commissioners questioned Chairperson Sedlack on whether he would agree to serve another term. Chairperson Sedlak declines and asked that someone else be chose to serve as Chair.

A motion was made by Commission Gohil, seconded by Commissioner Clare, to nominate and select Commissioner Rubino-Brumm to serve as Chair and Commissioner Carlucci as Vice Chairperson for the 2021 year.

### **ROLL CALL VOTE:**

AYES: Commissioner Carlucci, Clare, Gohil, Hayes, Lem, Parikh, Rubino-Brumm, and Chairperson Sedlak.

NOES: None

ABSENT: None

ABSTAIN: None

## **6 Pleasanton Paratransit Study**

Mr. Ingram informed commissioners that a contract has been awarded by City Council to Black Tie Transportation to provide Pleasanton paratransit services beginning February 1, 2021.

Commissioner Clare was advised by Mr. Ingram that the surplus city owned buses will be auctioned off and that there will be funds available later in the year for the purchase of another vehicle.

Chairperson Sedlak asked about the contract with Black Tie and Mr. Ingram advised that the contact with Black Tie is for approximately \$300,000 a year with a average \$65K/year general fund subsidy.

Commissioners commented on the bus design which has been done by a local artist.

Mr. Ingram thanked Chairperson Sedlak for serving as the commission Chair for the past year.

### **ADJOURNMENT**

There being no further business a motion was made and seconded to adjourn the meeting at 8:45 p.m.

### **NEXT MEETING:**

March 3, 2021.

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