



## Human Services Commission Minutes

---

**City Council Chambers, 200 Old Bernal Ave, Pleasanton, CA  
October 5, 2022 - 7 p.m.**

### **CALL TO ORDER**

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

### Pledge of Allegiance

The Pledge of Allegiance to the flag was recited.

### Roll Call

Commissioners Present: Mary Jane Bedegi, Melanie Hayes, Kirstin Litz, Meera Parikh, Patty Powers, Janeen Rubino-Brumm and Chairperson Joe Carlucci

Commissioners Absent: None

Staff Present: Jay Ingram, Recreation Manager; Zack Silva, Recreation Supervisor.  
(Transcribing by Edith Caponigro, Recording Secretary).

### **AGENDA AMENDMENTS**

None.

### **MINUTES**

#### **1. Approve regular meeting minutes of September 7, 2022.**

A motion was made by Commissioner Rubino-Brumm, seconded by Commissioner Bedegi, to approve the minutes of the September 7, 2022 meeting. **The motion was approved unanimously.**

### **MEETING OPEN TO THE PUBLIC**

#### **2. Introductions/Awards/Recognitions/Presentations**

None.

### **3. Public Comment from the audience**

None

## **MATTERS FOR THE COMMISSION'S REVIEW/ACTION/INFORMATION**

### **4. Consider Recommendation for Fiscal Year 2023/24 Housing and Human Service Grant Program Statement of Priorities and Evaluation Criteria**

Chairperson Carlucci commented on a conversation he had had with Mr. Ingram regarding this item and encouraged commissioners to feel confident in providing their comments and ideas.

Mr. Silva provided some background details on the Human Services Grant Program noting that annually the commission approves a Statement of Priorities that establishes Evaluation Criteria for the Housing and Human Services Grant Program. He advised that the commission should consider making two motions, one for the Statement of Priorities for the next year grant program and a second motion after considering improvements on how the Evaluation Criteria should be used in reviewing applications. Mr. Silva advised that the goal for this process was to help applicants better understand what the commission is looking for and what are the established priorities and criteria.

Commissioners were advised by Mr. Silva that with limited funding available this process should help the applicants better understand what the priorities are. He provided information about city funding that is provided towards distinct categories and includes services for senior, youth, healthcare, and behavioral health. Mr. Silva also noted that the Youth Commission does provide some funding through a different grant process.

Commissioner Powers confirmed that commissioners were being asked to look at priorities from the previous year and that it was a process like what the commission had gone through for the grant program in other years. She indicated that she had looked at priorities for previous years and had questions on how putting items into primary and secondary positions would be helpful. Mr. Ingram noted that if the commission chooses to do primary and secondary positions it may mean that some secondary categories will not receive as much funding, or any funding, through a recommendation the Human Services Commission may make which is something the commission should consider.

Commissioner Bedegi questioned how staff would allocate primary and secondary positions and Mr Silva commented on City of Pleasanton funding that is provided to some agencies, such as Axis Community Health and CityServe, for specific projects and programs. Mr Ingram added additional information about funding these agencies receive from the city and how they can also apply for CDBG funds.

Chairperson Carlucci felt commissioners should take into consideration on how grants were provided in the past when making their recommendations. He also felt that suggesting items be considered as primary or secondary would not dissuade agencies from applying for a grant. Mr. Ingram discussed the information that staff provides to the agencies when they attend the mandatory grant meetings.

Commissioner Rubino-Brumm asked questions about battered women's shelters and what category they would be assigned to, and Commissioner Powers discussed an applicant who had applied for funding in a previous year to help senior citizens with their tax preparation. She wondered what category this would also be assigned.

Chairperson Carlucci thanked commissioners for their comments and perspectives and felt they were providing a good opportunity for discussion.

Commissioner Litz also commented on the tax services provided by an agency for senior citizens and was concerned as to what category something like that should be assigned. Commissioner Rubino-Brumm agreed and stated she was trying to determine where several other agencies would also be assigned.

Commissioner Powers felt commissioners were of the same thought and that being they would rather consider the individual nonprofits versus whatever category they may fall into.

Commissioner Rubino-Brumm noted that a previous grant request reviewed by the commission had been for training coaches for behavioral health. She indicated she did not like the language for prioritizing into categories.

Commissioner Bedegi felt commissioners should be questioning all the factors and how agencies serve specific issues. Mr Ingram suggested for the sake of discussion that the commission may want to take into consideration other grants that agencies are able to apply for.

Commissioners discussed in detail the different areas of funding available and felt it was important for them to better understand this when making grant funding recommendations. Commissioner Litz felt the conversation was extremely helpful.

Chairperson Carlucci noted that the commission was being asked to make one motion pertaining to Evaluation Criteria for the Housing and Human Services grant applications.

A motion was made by Commissioner Powers seconded by Commissioner Bedegi, recommending the Human Services Commission not proceed with the recommended Primary and Secondary Statement of Priorities for 2023/24 provided for consideration and instead retain the Statement of Priorities from the previous year funding year.

**ROLL CALL VOTE:**

AYES: Commissioners Bedegi, Hayes, Litz, Parikh, Powers, Rubino-Brumm, and Chairperson Carlucci.

NOES: None  
ABSENT: None  
ABSTAIN: None

Mr Silva then asked Commissioners to consider the Evaluation Criteria the Housing and Human Services Grant Program (HHSB) Applications for FY 2023/24. He noted that nothing had been omitted from the previous year's criteria and that staff had looked at all the criteria and broken them into four main criteria categories. Mr. Ingram noted that changes were showing Priority Needs and Commissioner Rubino-Brumm felt the recommendations being made were good.

Commissioner Bedegi commented on an item previously raised by past commissioner Susan Hayes that referred to an agency's accountability, especially as it relates to experience and past performance with the added accountability of board members. Chairperson Carlucci discussed how this could be brought into the questioning of agency members and how something like this could be quantified.

A motion was made by Chairperson Carlucci seconded by commissioner Rubino-Brumm recommending approval of the Evaluation Criteria for Review of Housing and Human Services Grant Program (HHSB) Application for FY 2023/24 as provided by staff.

**ROLL CALL VOTE:**

AYES: Commissioners Bedegi, Hayes, Litz, Parikh, Powers, Rubino-Brumm, and Chairperson Carlucci.  
NOES: None  
ABSENT: None  
ABSTAIN: None

**5. Review and Comment on the Fiscal Year 2021/22 Library and Recreation Department Annual Report**

Mr. Ingram reviewed with commissioners the fiscal year 2021/22 Library and Recreation Department Annual Report noting that the intent of the report was to highlight milestones, events, programs, and statistics. He noted that in previous years staff has provided reports to all five of the Library and Recreation Department commissions and had asked for feedback and comment which are now being included in this latest report.

Chairperson Carlucci discussed with Mr. Ingram the Pioneer Cemetery report and Mr Ingram noted that since this project was taken over by the city has several major improvements have taken place.

Chairperson Carlucci further discussed with Mr Ingram difficulties the city has been experiencing in bringing arts programs back after the pandemic.

Commissioner Bedegi indicated she liked that the report showed trends and discussed aspects of the report with Mr Ingram pertaining to historical data and library programs. Mr. Ingram and Mr. Silva provided information on how the Library and Recreation staff members work together on different programs.

## **MATTERS INITIATED BY THE COMMISSION**

None.

## **COMMISSION REPORTS**

Commissioner Rubino-Brumm provided a report on her participation with the Pleasanton Rides Task Force and the and the multiple programs they provide. She noted this is a program that provides free rides for seniors.

Commissioner Rubino-Brumm asked about meetings and representation at Ptownlife meetings. Mr. Ingram indicated there are no longer Ptown life meetings taking place.

Commissioner Rubino-Brumm provided information about the Sunflower Hill event.

## **STAFF COMMENTS**

Mr. Ingram noted that the next meeting of the commission will be a joint meeting with the Human Services Commissions from the cities of Livermore Dublin and Pleasanton. He advised the meeting is scheduled to be held at the Remillard Room on Busch Road with the consultant (JSI) who will be overseeing the needs assessment project. Commissioners were advised that JSI will be meeting individually twice with each of the commissions during the Needs Assessment project as well as each of the City Councils.

Chairperson Carlucci asked Mr. Ingram to provide information on his scheduled speaking engagement at the November 13th Tri-Valley Nonprofit Alliance Grant Workshop.

Commissioner Rubino-Brumm asked Mr. Ingram to provide information about the installation and swearing in of new commissioners. He provided details about the swearing-in of new commissioners by City Council and the attendance of the new Human Services Commissioner at the joint meeting with Human Services Commissioners from other cities.

## **FUTURE AGENDA TOPICS**

None

## **ADJOURNMENT**

There being no further business a motion was made and seconded to adjourn the meeting at 8:08p.m.

**NEXT MEETING:** November 2, 2022

---