



**City of Dublin Human Services Commission  
City of Livermore Human Services Commission  
City of Pleasanton Human Services Commission**

**Joint Workshop/Special Meeting**

**Wednesday, November 2, 2022 – 7pm  
Operations Services Department, Remillard Room  
3333 Busch Road, Pleasanton, CA 94566**

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**CALL TO ORDER**

The meeting was called to order by Joe Carlucci, Chair of the Pleasanton Human Services Commission at 7:04pm.

Pledge of Allegiance

The Pledge of Allegiance to the flag was recited.

Roll Call

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|--|---|---|
| Dublin Human Services Commission   | - | Adam Lumia, Regis Harvey, Shawn Costello, Janet Songey, Rose Hunt, and Baljeet Sangha   |
| Livermore Human Services Commission<br>(quorum was not present so relocated to audience) | - | Marti Sutton, Marc Ross, Tracy Nalamura, and Rhovy Antonio  |
| Pleasanton Human Services Commission   | - | Mary Jane Bedegi, Janeen Rubino-Brumm, Cindy Cook, Filipp Dmitriev, Melanie Hayes, Kirtstin Litz, Meera Parikh, Patty Powers, and Chair Joe Carlucci. |
| Staff Member:  | - | Jay Ingram. Recreation Manager, City of Pleasanton.   |
|  | - | Shaun Chilkotowsky, Recreation Manager, City of Dublin and Judy Miller  |
|  | - | Josh Thurman, Human Services Manager and Amy Walker   |

## **PUBLIC COMMENT**

- 1. Public Comment is limited to items listed on the agenda.**

## **WORKSHOP**

### **2. Eastern Alameda County Human Services Needs Assessment Update**

Mr. Ingram thanked everyone for attending this meeting of the Human Services Commissions of Dublin, Livermore, and Pleasanton. He indicated the purpose of the meeting was to share information about the Eastern Alameda County Human Services Needs Assessment and to identify service gap areas. Mr. Ingram advised that a strategic partner in this process is JSI Research and Training Institute and the fundamental goal is to ensure that all individuals can live their best and healthy life regardless of circumstances. He introduced members of JSI and asked them to provide information on updated Needs Assessment process.

Ms. Reno introduced members of the JSI team and advised JSI would be reviewing with everyone a PowerPoint presentation outlining their process, timeline, and process for working on this Needs Assessment after which the meeting would be opened for people to ask questions. It was also noted that JSI has already begun working on this project with several steps being accomplished.

Attendees were advised that during Phase 1 – Project Management Timeline took place July and August of 2022 and included accomplishing: 1) Project Work Plan, 2) Timeline, and 3) Schedule of Meetings, and Scope of Services.

Phase 2 – Quantitative Data Collection during September and October 2022 consisted of: 1) Description of Existing Services, and 2) Summary of potential problems, gaps, areas of overlap, strengths, and weaknesses were determined.

Phase 3 – EAPAC and Quantitative Data Collection from November 2022 through May 2023 will include: 1) EAPAC Meeting Summary and 2) Public Meeting and Outreach Summary (which includes KII, Focus Groups, Council Commission and Advisor Summaries). Public meetings will be carried out with Dublin, Livermore and Pleasanton city council members and nonprofit agencies.

Phase 4 – Data Analysis and Review should happen during June and August 2023 and will include: 1) Short term and longer-term human service needs (services and infrastructure), 2) key trends, 3) Peer Review Report, and 4) Draft Report for Feedback from advisors and Commission. Public meetings will be carried out during this time period with commissions, and nonprofit agencies.

Phase 5 – Recommendation and Implementation is planned to take place between September and October 2023 and will include: 1) Final Report including recommendations and implementation plans for cities and region, and 2) Report presentations.

Information was shared with attendees relating to Equity Framework that includes:

- 1) Centering Lived Experience – thoughtful and deliberate engagement of those with lived experiences
- 2) Equitable Data Practices – Applying principles of accessible data collection and analysis

- 3) Strengths Based Approach – Centering individual and community assets, capabilities, resources, and strengths
- 4) Community Capacity Building – Engaging in power sharing activities to support community members capacity to develop, implement, and sustain local initiatives.

A Steering Committee will provide oversight of the project, support the assessment process, review the project work plan and statute of project activities, support logistics, project requirements, coordinate events, and preview deliverables. This committee will be made up of Tri-Valley Leadership, staff, nonprofit leadership, and representatives and will meet bi-weekly or monthly.

Additionally, an Eastern Alameda Power and Action Committee (EAPAC), will support community connections and qualitative data process, co-facilitate focus groups, provide feedback on interview tools and preliminary data analysis and overall process. This committee will meet on a quarterly basis.

A Community Liaison will provide oversight of the project by supporting the assessment process, reviewing the work plan and project activities status, support logistics, project requirements, events coordination, and preview of deliverables.

Questions at the end of the PowerPoint presentation included:

- What does a successful update to the Eastern Alameda County Human Services Needs Assessment look like?
- How will the Tri-Valley utilize what comes out of the needs assessment?
- Are there particular populations where it is important to focus on understanding and if so, why?
- What are viewed as the primary needs of communities and the Tri-Valley?
- Are there particular barriers to reaching priority populations and what partners may provide support in reaching them?
- Are there changes in the community that affect needs and services (from COVID and otherwise)?

Attendees discussed the need for having someone on a committee that understands what is needed for those individuals with disabilities and suggested that someone with a disability be a member of a committee. It was agreed that creating diverse committees with diverse opinions was important. Discussions also included the importance of obtaining diverse perspectives from populations that are often not included in discussions.

JSI was questioned on whether the references they make to the Tri-Valley would only be for Dublin, Livermore, and Pleasanton, or whether places like San Ramon and Danville would also be included. They responded by indicating it was something they were in the process of defining and census data is being collected to help with this determination.

Detailed information was provided by JSI about the strengths and sources of resilience being identified by committees and the number of assessments that still needed to be completed. They commented on the need to provide a valuable report and not one that just listed missing things in a community and commented on the importance of finding a balance in both needs and services that exist and being able to determine intangible items that show up in census data. It was noted that information obtained during the collection period would not only be about services needed but also about infrastructure and what infrastructure is needed within the three

cities, which is something commissions from the cities will be able to react to and make recommendations to their city councils.

Having been asked about the selection process for the committees, JSI advised that committees would be selected one at a time and committee members would be interviewed and asked questions about needs and services that resonated with them and how they felt they could help provide guidance through the needs assessment process.

Commissioners and JSI discussed the importance of getting community members brought to the table for discussions and not just members of organizations and nonprofits. They commented on the help needed to guide the process, the importance of being able to go to a wider range of groups to provide assistance and being able to do things in a respectful and collaborative manner.

Commissioners asked for clarification about JSI staff and members of the various committees and EAPAC. Information was provided about the experience of JSI members who had worked with other cities and the experience of JSI working with a broad spectrum of cities and their need to understand the resources present in each.

Commissioners asked about working with a population group that is not being represented or seems to be invisible. JSI indicated they would be working closely with the different committees to be sure no group is left out. Commissioners felt it was important to have needs and services available for first responders, seniors, and other groups. Discussion took place regarding the diversity of groups in the Tri-Valley and the need for information in different languages.

JSI and commissioners continued to discuss the issue of public meetings, how outreach needs to be conducted, the goal of committee meetings, transit and language issues, and the provision of services over and above the norm being provided by providers. JSI noted that much of what is typically looked at relates to the adult population, however, focus will also be provided on trends that relate to other age groups and the demographics of the area.

It was noted that many nonprofits put together their own needs assessments and that JSI will be tapping into this information together with information from EAPAC when putting together the needs assessment for this group.

Commissioners discussed with JSI services that are provided by nonprofits and how a determination could be made as to what percentage of the population is being provided needed services. They questioned leverage that comes from things that will be helpful to nonprofits or the community. JSI commented on demographic shifts that intersect with income.

Questions were asked of JSI about database information pertaining to senior citizens and disabled and the tightening of funding. JSI responded by commenting on information available to nonprofits and the possibility that intercity or interagency collaborations could become a part of the report.

Gloria Gregory from Pleasanton asked about church involvement in the needs assessment process and JSI stated they had not yet been a part of any conversations held to date, though involving them is a question that has been raised several times. Commissioners indicated it was something they too had discussed along with the pros and cons of data collected from surveys. JSI indicated their thought was not to go with a survey, but this could change based on information they receive from community members.

Umanshakar Meda from Livermore questioned where most of the data would be obtained and how the needs assessment process was going to work. JSI indicated the data would come from a mix of county and census data, as well as data obtained from previous reports from nonprofit organizations and the needs assessment process would be a collaborative effort that would include goal setting and identifying nonprofit goals.

Commissioners commented on the importance of having in-person conversations versus conversations on Zoom. JSI provided information about recommendations received from the community and provided them to staff members of the cities. Commissioners felt it was important for community members to be able to connect with commission members to provide their outside perspective, so any political concerns are removed.

Questions were asked of JSI on whether any financial analysis was being conducted within the needs assessment process. They indicated it was to be a part of conversations held with nonprofits and the county and it was something staff members from the three cities have indicated they would like to know what is taking place regarding funding. JSI discussed the need for the cities to work together in requesting county funds.

It was noted by commissioners that some community members may shy away from the idea of being interviewed and it was suggested language be changed for key informant interviews regarding the assessment process.

Commissioners and staff thanked JSI for providing a great presentation and covering their targeted approach. They were asked to ensure that inclusivity and access was provided to all participating in the process of providing feedback, including those using services or providing data and feedback.

Staff and commissioners were thanked by JSI for allowing them the opportunity to meet with everyone to provide the presentation at this important meeting.

## **ADJOURNMENT**

There being no further business a motion was made and seconded to adjourn the meeting at 8:44 p.m.