LIVERMORE
CALIFORNIA

HUMAN SERVICES COMMISSION

AGENDA
TUESDAY, DECEMBER 10, 2024

HUMAN SERVICES COMMISSION REGULAR MEETING – 7:00 PM

MEETING PARTICIPATION INFORMATION IS AT THE END OF THE AGENDA

CIVIC CENTER MEETING HALL
WILLIAM H. MENDENHALL COMMUNITY ROOM
1016 S. LIVERMORE AVENUE

Tracy L Nakamura, Chair
Elizabeth McWhorter, Commissioner
Umashankar S Meda, Commissioner
Maxwell Nelson, Commissioner
Ashley D Onadele, Commissioner
Jon Orellana, Commissioner
Marti Sutton, Commissioner

1. ROLL CALL

Commissioner McWhorter
Commissioner Meda
Commissioner Nelson
Commissioner Onadele
Commissioner Orellana
Commissioner Sutton
Chair Nakamura

2. PRESENTATIONS

3. OPEN FORUM

- In conformance with the Brown Act, no Human Services Commission action can occur on items presented during Open Forum.
- To provide public comment, please submit a speaker card. When your name is called, walk to the lectern to address the Human Services Commission.
- Comments are limited to a maximum of 3 minutes per person, per item. The Chair may reduce the amount of time based on the number of persons wishing to speak.
- Open Forum will conclude after 30 minutes; however, if there are additional speakers, Open Forum will reconvene after Matters for Consideration.

4. CONSENT CALENDAR

Consent Calendar items are considered routine and are acted upon by the Human Services Commission with a single action. Members of the audience wishing to provide public input must submit a speaker card.

4.1 Approval of the draft minutes for the October 8, 2024 Human Services Commission regular meeting.

Recommendation:
Staff recommends the Human Services Commission approve the October 8, 2024 draft minutes.
Staff Report
Attachments:
1. Draft 2024-10-08 HSC Minutes

4.2 Approval of the draft minutes for November 12, 2024 Human Services Joint Commission Special Meeting Workshop.

Recommendation:
Staff recommends the Human Services Commission approve the November 12, 2024 draft minutes.
Staff Report
Attachments:
1. Draft 2024-11-12 HSC Minutes

4.3 Approval of 2025 Human Services Commission Meeting Calendar.

Recommendation:
Staff recommends the Human Services Commission approve the 2025 Human Services Commission Meeting Calendar.
Staff Report
Attachments:
1. Human Services Commission Meeting Calendar 2025

5. MATTERS FOR CONSIDERATION

5.1 Fiscal Year 2025-27 Housing and Human Services Grant Program Critical Dates for the Commission.

Recommendation:
Staff recommends the Human Services Commission receive an oral report by staff of the Fiscal Year 2025-27 Housing and Human Services Grant Program critical dates for the Commission.
Staff Report
Attachments:
1. FY 2025-27 Human Services Grant Critical Dates for Commissioners

5.2 Discussion and Election of the 2025 Human Services Commission Chair and Vice Chair

Recommendation:
Staff recommends the Human Services Commission nominate, receive approvals, and vote for the 2025 Chair and Vice Chair.
Staff Report

6. COMMISSION REPORTS AND MATTERS INITIATED BY STAFF AND COMMISSION MEMBERS

7. ADJOURNMENT

To a regular Human Services Commission meeting on Tuesday, January 14, 2025 at 7:00 pm, William H. Mendenhall Community Room, Civic Center Meeting Hall, 1016 S. Livermore Avenue.

8. HOW TO PARTICIPATE IN THE MEETING

You can participate in the meeting in a number of ways:

Open Forum is an opportunity for the public to speak regarding items not listed on the agenda. Speakers are limited to a maximum of 3 minutes per person. To address the Human Services Commission, you must submit a speaker card to the liaison prior to the start of that item. You should be aware that the Human Services Commission is prohibited by State law from taking action on any items that are not listed on the agenda. However, if your item requires action, the Human Services Commission may place it on a future agenda or direct staff to work with you and/or report to the Commission on the issue.

Other Agenda Items are also open for public input including Consent Calendar or Matters for Consideration items. These comments are also subject to the 3-minute limit.

Special Meetings, Workshops - The public will have the opportunity to address the Human Services Commission regarding the item that is the subject of the special meeting or workshop. Public comments are limited to a maximum of 3 minutes per person.

Submission of Comments Prior to the Meeting:

Email Comments may be submitted by the public to the Commission liaison (humanservices@LivermoreCA.gov). Items received no later than 12:00 pm on the day of the meeting will be provided to the Human Services Commission and available on the City website prior to the meeting. These items will NOT be read into the record.

eComments may be submitted by the public using the eComment link here. Comments may be up to 1000 characters in length and will be accepted up until 6:00 pm the day of the meeting. These items will NOT be read into the record and are viewable by the Human Services Commission and the public upon submittal.

Submission of Comments During the Meeting:

Speakers are limited to a maximum of 3 minutes per person. To submit a comment, you must complete a speaker card for each item. Speaker cards are available in the Civic Center Meeting Hall lobby. Indicate on the card the item number you wish to comment on and submit the card directly to the liaison prior to the start of the item. You should be aware that the Commission is prohibited by State law from taking action on any items that are not listed on the agenda. However, if your item requires action, the Commission may place it on a future agenda or direct staff to work with you and/or report to the Commission on the issue.

If you would like to deliver written materials to the Human Services Commission as part of your public comments, please provide 10 copies to the liaison with your speaker card.

The **Human Services Commission Agenda and Agenda Reports** are prepared by City staff and are available for public review on Friday evening, prior to the Human Services Commission meeting at 1016 South Livermore Avenue, Livermore. The Agenda is also available on the City's website, http://livermoreca.gov/agenda.

Under Government Code §54957.5, any supplemental material distributed to the members of the Human Services Commission after the posting of this agenda will be available for public review at City Hall, 1052 South Livermore Avenue, Livermore, and included in the agenda packet available on the City's web site at http://livermoreca.gov/agenda.

PURSUANT TO TITLE II OF THE AMERICANS WITH DISABILITIES ACT (CODIFIED AT 42 UNITED STATES CODE SECTION 12101 AND 28 CODE OF FEDERAL REGULATIONS PART 35), AND SECTION 504 OF THE REHABILITATION ACT OF 1973, THE CITY OF LIVERMORE DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, NATIONAL ORIGIN, ANCESTRY, SEX, DISABILITY, AGE OR SEXUAL ORIENTATION IN THE PROVISION OF ANY SERVICES, PROGRAMS, OR ACTIVITIES. TO ARRANGE AN ACCOMMODATION IN ORDER TO PARTICIPATE IN THIS PUBLIC MEETING, PLEASE CONTACT THE ADA COORDINATOR AT ADACOORDINATOR@LIVERMORECA.GOV OR

CALL (925) 960-4170 (VOICE) OR (925) 960-4104 (TDD) AT LEAST THREE (3) BUSINESS DAYS IN ADVANCE OF THE MEETING.

LIVERMORE
CALIFORNIA

HUMAN SERVICES COMMISSION STAFF REPORT **ITEM NO. 4.1**

DATE: December 10, 2024

TO: Chairperson and Members of the Human Services Commission

FROM: Josh Thurman, Human Services Program Manager

SUBJECT: Approval of the draft minutes for the October 8, 2024 Human Services Commission regular meeting.

RECOMMENDED ACTION

Staff recommends the Human Services Commission approve the October 8, 2024 draft minutes.

SUMMARY

DISCUSSION

ATTACHMENTS

1. Draft 2024-10-08 HSC Minutes

Prepared by: Amy Walker
Management Analyst 1

MINUTES

LIVERMORE
CALIFORNIA

HUMAN SERVICES COMMISSION
OCTOBER 8, 2024

REGULAR MEETING

1. CALL TO ORDER – The meeting of the Human Services Commission was called to order by Chair Nakamura at 7:01 pm and held at the William H. Mendenhall Community Room at the Civic Center Meeting Hall, 1016 South Livermore Avenue.

ROLL CALL

Present: Chair Tracy Nakamura, Vice Chair Rhovy Lyn Antonio, and Commissioners Elizabeth McWhorter (arrived at 7:04 pm), Maxwell Nelson, Ashley Onadele, Jon Orellana and Marti Sutton.
Absent: Commissioner Umashankar Meda.
7 Present; 1 Absent

Housing and Human Services staff present: Shelly Haynes, Management Analyst and Amy Walker, Management Analyst.

2. PRESENTATIONS

2.1 Presentation on Culinary Angels, a non-profit organization, presented by Mansoor Sakhiy, Executive Director.

Recommendation:
Staff recommended the Human Services Commission receive a presentation from Culinary Angels' Executive Director, Mansoor Sakhiy, regarding the organization and how it serves the Livermore community.

Mansoor Sakhy, Executive Director, presented.

Chair Nakamura opened the public comment period.
There were no speakers, and the public comment period was closed.

3. OPEN FORUM

Chair Nakamura opened the public comment period.

Sharon Lee Krska provided a comment.

There were no more speakers, and the public comment period was closed.

4. CONSENT CALENDAR

4.1 Approval of the draft minutes for September 10, 2024, Human Services Commission regular meeting.

Recommendation:
Staff recommended the Human Services Commission approve the September 10, 2024 draft minutes.

Commissioner Orellana advised that under item 5.3, Human Services Grants Application Scoring Rubric Ad Hoc Committee, Commissioner Orellana nominated Chair Nakamura to serve on the Ad Hoc Committee, not Commissioner Onadele as reflected in the draft minutes.

Chair Nakamura opened the public comment period.
There were no speakers, and the public comment period was closed.

ON A MOTION BY COMMISSIONER ORELLANA, SECONDED BY COMMISSIONER MCWHORTER, WITH A VOTE OF 6 YES, 0 NO, 1 ABSENT (NOT PRESENT AT THIS MEETING), AND 1 ABSTENTIONS (ABSENT AT THE SEPTEMBER 10, 2024, MEETING), THE HUMAN SERVICES COMMISSION APPROVED ITEM 4.1, APPROVAL OF DRAFT MINUTES FOR SEPTEMBER 10, 2024, HUMAN SERVICES REGULAR MEETING WITH THE CORRECTION TO ITEM 5.3, HUMAN SERVICES GRANTS APPLICATION SCORING RUBRIC AD HOC COMMITTEE.

5. MATTERS FOR CONSIDERATION

5.1 Discussion and approval of the Human Services Grant Application Scoring Rubric draft updates.

Recommendation:
Staff recommended the Human Service Commission receive and approve the updates made to the Grant Application Scoring Rubric by Human Services Grants Application Scoring Rubric Ad Hoc Committee.

Chair Nakamura and Commissioner Onadele provided an oral report.

Commissioner Antonio provided feedback.

Commissioner Orellana provided feedback.

Chair Nakamura provided feedback.

Commissioner McWhorter provided feedback.

Commissioner Nelson provided feedback.

Chair Nakamura opened the public comment period.
There were no speakers, and the public comment period was closed.

ON A MOTION BY VICE CHAIR ANTONIO, SECONDED BY COMMISSIONER NELSON, WITH A VOTE OF 7 YES, 0 NO, AND 1 ABSENT, THE HUMAN SERVICES COMMISSION APPROVED ITEM 5.2, UPDATES TO THE HUMAN SERVICES GRANT APPLICATION SCORING RUBRIC WITH THE FOLLOWING ADJUSTMENTS:

1. Item #7, change the following sentence from "If funds were allocated last year for the same project/activity, rate the extent to which the applicant is adequately responding to changing community conditions. If the proposal is for a new project, rate the extent to which the project uses a new and innovative approach to solve identified problem." to the following "Rate the extent to which the applicant is adequately responding to changing community conditions or uses a new and innovative approach to solve identified problem."
2. Item #8, Access, change the following sentence from "3-5 (Middle): Proposal describes accessibility concerns but does not identify concrete or impactful ways the project will remove these barriers or help community members access it services." to the following "3-5 (Middle): Proposal describes accessibility concerns but does not identify concrete or impactful ways the project will remove these barriers or help community members access its services."
3. Item #7, Innovation, change the title from "Innovation" to "Adaptability".

5.2 Homelessness Services and Funding Update.

Recommendation:
Staff recommended the Human Services Commission receive a presentation by staff on updates to the Homeless, Housing Assistance and Prevention (HHAP) funding, Permanent Local Housing Allocation (PLHA) program, and Homelessness Roundtable Working Groups.

Shelly Haynes, Management Analyst, presented.

Chair Nakamura opened the public comment period.
There were no speakers, and the public comment period was closed.

6. COMMISSION MEMBERS AND STAFF REPORTS AND MATTERS INITIATED

Commissioner Sutton advised the Commissioners that Tri-Valley Nonprofit Alliance is hosting an Anti-Poverty Collaborative event, Mental Health Matters, on Thursday, October 24, 2024, from 9:00 am to 12:30 pm at the Rosewood Commons Conference Center, 4400 Rosewood Drive, in Pleasanton.

Commissioner McWhorter advised the Commissioners that the next free food distribution pop-up, called The Market, is on Tuesday, October 22, 2024, from 11:00 am to 3:00 pm in the 1600 building courtyard on the Las Positas College campus in Livermore.

Amy Walker, Management Analyst, advised Chair Nakamura will present the annual Human Services Commission update report to City Council on October 28, 2024.

Amy Walker, Management Analyst, advised a public hearing for the Human Services Grant Priorities for Fiscal Year 2025-27 will be on the Council meeting agenda of October 28, 2024.

Amy Walker, Management Analyst, advised the Cities of Livermore, Pleasanton and Dublin are trying to schedule a joint Human Services Commission meeting on November 12, 2024, at 6:00 p.m. at the Civic Center Meeting Hall, William H. Mendenhall Community Room in Livermore.

Amy Walker, Management Analyst, advised the Commission that there are currently two vacancies on the Human Services Commission and that the City Clerk's office will be doing a recruitment this month to fill the vacant positions.

7. ADJOURNMENT

Adjournment at 8:15 pm to a regular Human Services Commission meeting on Tuesday, November 12, 2024, at 7:00 pm, in the William H. Mendenhall Community Room at the Civic Center Meeting Hall, 1016 South Livermore Avenue.

LIVERMORE
CALIFORNIA

HUMAN SERVICES COMMISSION STAFF REPORT **ITEM NO. 4.2**

DATE: December 10, 2024

TO: Chairperson and Members of the Human Services Commission

FROM: Josh Thurman, Human Services Program Manager

SUBJECT: Approval of the draft minutes for November 12, 2024 Human Services Joint Commission Special Meeting Workshop.

RECOMMENDED ACTION

Staff recommends the Human Services Commission approve the November 12, 2024 draft minutes.

SUMMARY

DISCUSSION

ATTACHMENTS

1. Draft 2024-11-12 HSC Minutes

Prepared by: Amy Walker
Management Analyst 1

MINUTES

LIVERMORE
CALIFORNIA

HUMAN SERVICES COMMISSION
NOVEMBER 12, 2024

HUMAN SERVICES COMMISSIONS JOINT SPECIAL MEETING

1. CALL TO ORDER – The meeting of the Human Services Commissions Joint Special Meeting was called to order by Chair Nakamura at 6:15 pm and held at the William H. Mendenhall Community Room at the Civic Center Meeting Hall, 1016 South Livermore Avenue.

2. ROLL CALL

City of Dublin:
Present: Vice Chair Hunt and Commissioners Costello, Harvey, Lumia (arrived at 6:59 pm) and Alternate Commissioner Henningsen.
Absent: Chair Sangha and Alternate Commissioner Noorzad.
5 Present; 2 Absent

Staff present: Shaun Chilkotowsky, Parks and Community Services Manager.

City of Livermore:
Present: Chair Nakamura and Commissioners McWhorter (arrived at 6:31 pm), Meda, Orellana, and Sutton.
Absent: Commissioners Nelson and Onadele.
5 Present; 2 Absent

Staff present: Josh Thurman, Human Services Program Manager and Amy Walker, Management Analyst.

Vice Chair Hunt, City of Dublin, replaced Chair Nakamura as Chair for the meeting due to Livermore's Human Services Commission not having a quorum.

City of Pleasanton:
Present: Chair Bedegi, Vice Chair Litz, and Commissioners Carlucci, Jaladi, and Powers.
Absent: Commissioners Cook and Hayes.
5 Present; 2 Absent

Staff present: Lia Bushong, Assistant Director of Library and Recreation and Steve Hernandez, Housing Manager.

3. JOINT WORKSHOP ITEM

3.1 Eastern Alameda County Human Needs Assessment Update.

Recommendation:
To receive an oral report by Dublin, Livermore, and Pleasanton staff on the progress of the 2024 Eastern Alameda County Human Services Needs Assessment (EACHSNA) and provide input to staff.

Josh Thurman, Human Services Program Manager, Lia Bushong, Assistant Director of Library and Recreation, and Shawn Chilkotowsky, Parks and Community Services Manager presented.

At 6:31 pm, Livermore's Human Services Commission met quorum, and Chair Nakamura, City of Livermore, replaced Vice Chair Hunt as Chair for the meeting.

Chair Nakamura opened the public comment period.

Valerie Jonas provided a comment.

Kathy Young provided a comment.

Albina Suhail provided a comment.

There were no other speakers, and the public comment period was closed.

4. ADJOURNMENT

Adjournment at 8:01 pm to a regular Human Services Commission meeting on Tuesday, December 10, 2024, at 7:00 pm, in the William H. Mendenhall Community Room at the Civic Center Meeting Hall, 1016 South Livermore Avenue.

LIVERMORE
CALIFORNIA

HUMAN SERVICES COMMISSION STAFF REPORT **ITEM NO. 4.3**

DATE: December 10, 2024

TO: Chairperson and Members of the Human Services Commission

FROM: Josh Thurman, Human Services Program Manager

SUBJECT: Approval of 2025 Human Services Commission Meeting Calendar.

RECOMMENDED ACTION

Staff recommends the Human Services Commission approve the 2025 Human Services Commission Meeting Calendar.

SUMMARY

DISCUSSION

ATTACHMENTS

1. Human Services Commission Meeting Calendar 2025

Prepared by: Amy Walker
Management Analyst 1

CITY OF LIVERMORE CALIFORNIA

Human Services Commission
Meeting Calendar 2025

January 14, 2025	7:00 pm
February 11, 2025*	6:00 pm
February 25, 2025**	7:00 pm
March 11, 2025	7:00 pm
April 8, 2025	7:00 pm
May 13, 2025	7:00 pm
June 10, 2025	7:00 pm
July 8, 2025	7:00 pm
August 12, 2025	7:00 pm
September 9, 2025	7:00 pm
October 14, 2025	7:00 pm
November 12, 2025	7:00 pm
December 9, 2025	7:00 pm

* 6:00 p.m. start time is to allow adequate time for Grant Applicant Presentations

**Special Meeting

For current meeting details and updates, see Human Services Commission Agenda on the City Meeting Agendas and Calendars web page at http://www.livermoreca.gov/agenda.

LIVERMORE
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HUMAN SERVICES COMMISSION STAFF REPORT **ITEM NO. 5.1**

DATE: December 10, 2024

TO: Chairperson and Members of the Human Services Commission

FROM: Josh Thurman, Human Services Program Manager

SUBJECT: Fiscal Year 2025-27 Housing and Human Services Grant Program Critical Dates for the Commission.

RECOMMENDED ACTION

Staff recommends the Human Services Commission receive an oral report by staff of the Fiscal Year 2025-27 Housing and Human Services Grant Program critical dates for the Commission.

SUMMARY

DISCUSSION

ATTACHMENTS

1. FY 2025-27 Human Services Grant Critical Dates for Commissioners

Prepared by: Amy Walker
Management Analyst 1

CITY OF LIVERMORE CALIFORNIA

FY 2025-27 Housing and Human Services Grant Program
Critical Dates for Commissioners

Community Needs Identification Process	August-September 2024
Human Services Commission Community Needs Meeting	September 10, 2024 7:00 pm
City Council Public Hearing for FY 2025-27 Priority Needs	October 28, 2024 7:00 pm
Application **Released** via ZoomGrants	Monday, November 25, 2024
Virtual Tri-Valley Grant Application Workshop *(Attendance is required for the Applicants)*	Wednesday, December 4, 2024 10:00am-12:00pm Location: Zoom Webinar
Application **Deadline** via ZoomGrants	Friday, January 17, 2025 @ 4:00 pm
Commissioners email Staff any potential Conflict of Interest with the FY 2025-27 Applicants	January 20 - 24, 2025
Applicant Presentations to Human Services Commissions (*Attendance is required for the Applicants*)	Tuesday, February 11, 2025 6:00 pm Location: Shannon Community Center, Dublin CA
Commissioners score grant applications in ZoomGrants	February 12-25, 2025
Human Services Commission reveals Grant Application Scoring Results	Tuesday, February 25, 2025 7:00 pm Location: Civic Center Meeting Hall
Human Services Commission Reviews and Approves Funding Recommendations	Tuesday, March 11, 2025 7:00 pm Location: Civic Center Meeting Hall
City Council Meeting to Approve FY 2025-27 Grant Recommendations	Monday, April 28, 2025 7:00 pm
FY 2025-27 Grant Start Date	July 1, 2025

LIVERMORE
CALIFORNIA

HUMAN SERVICES COMMISSION STAFF REPORT **ITEM NO. 5.2**

DATE: December 10, 2024

TO: Chairperson and Members of the Human Services Commission

FROM: Josh Thurman, Human Services Program Manager

SUBJECT: Discussion and Election of the 2025 Human Services Commission Chair and Vice Chair

RECOMMENDED ACTION

Staff recommends the Human Services Commission nominate, receive approvals, and vote for the 2025 Chair and Vice Chair.

SUMMARY

DISCUSSION

ATTACHMENTS

Prepared by: Amy Walker
Management Analyst 1