



**HUMAN SERVICES COMMISSION
REGULAR MEETING
Minutes
CITY OF DUBLIN
April 23, 2015**

The April 23, 2015 Human Services Commission (HSC) was called to order at 7:06:23 PM at the Dublin Civic Center, Dublin, California, by Vice Chair (Vc.) Alan Brown.

ROLL CALL

Commissioners (Cm.) Present: Vc. Brown, McCormick, Sladden, Strah

Commissioners Absent: Chair Lockhart

PLEDGE OF ALLEGIANCE

Vc. Brown led the Pledge of Allegiance.

ORAL COMMUNICATIONS

3.1 Public Comments – None

MINUTES OF PREVIOUS MEETINGS

4. January 22, 2015

On a motion by Cm. McCormick and seconded by Cm. Sladden, on a vote of 4-0-1, the HSC approved the minutes of the January 22, 2015 meeting.

WRITTEN COMMUNICATIONS – None

PUBLIC HEARING – None

UNFINISHED BUSINESS – None

NEW BUSINESS

8.1 Informational Presentation by Kidango, Inc. (Kidango)

Kimberly Sato, Director of Education, with Kidango presented information on Kidango's services.

Vc. Brown asked how many of the eighty (80) students attending Kidango at the Emerald Vista site reside in the Emerald Vista community.

Ms. Sato responded that eleven (11) students attending the program live in the Emerald Vista development.

Cm. Strah asked if the majority of students attending the Dublin Kidango site reside in Dublin.

Ms. Sato responded that one-half of the students in the program live in Dublin and the remaining live in the Tri-Valley area.

Cm. Sladden asked if Kidango made commitments to the City of Dublin in order to secure the space at Emerald Vista and if Kidango is in compliance with those obligations.

Ms. Sato stated she is not aware of commitments made between the City of Dublin and Kidango. She did not work for Kidango when the program started at Emerald Vista.

Cm. Sladden asked if Dublin residents receive prioritization for program enrollment.

Ms. Sato stated that priority is given to income eligible students per state mandates. She explained that Dublin residents do receive higher priority into the program over residents from other cities.

Amy Cunningham, Assistant to the City Manager, explained that the City provided funding through a loan to Eden Housing for the Emerald Vista development. The agreement requires Eden Housing to provide onsite daycare. Eden currently contracts with Kidango to satisfy this obligation.

Vc. Brown asked if any attendees in the program reside in Camp Parks.

Ms. Sato stated she is unaware of how many program participants reside at Camp Parks and will obtain the information from Kidango's enrollment and development department.

Cm. McCormick asked how many private pay students are enrolled in the program.

Ms. Sato stated that the mission of the program is to support low income students and believes private pay student enrollment is low. She stated that she will follow up with the exact figures.

Cm. McCormick asked if the State requires a percentage of students admitted to be low-income.

Ms. Sato replied that the State does require a minimum, but she is unsure of the exact percentage of student enrollment required to be low-income. She provided a document to the HSC detailing the State subsidized funding eligibility and needs regulations.

Cm. Strah asked how much the monthly fee is for private pay.

Ms. Sato stated the monthly cost for a full day is approximately \$900.

Cm. McCormick asked if the program accepts children with special needs.

Ms. Sato stated yes and explained that Kidango has a mental health department which collaborates with special needs children and families using the Center on the Social and Emotional Foundations for Early Learning (CSEFEL) approach.

Cm. McCormick asked if there is a waiting list to get into the program.

Ms. Sato stated that there is no waiting list, but all classrooms are at full capacity. She also explained that they recently expanded classroom size from 24 to 32 children. She concluded by stating that she would email Ms. Cunningham information in response to the outstanding questions from the Commission

8.2 City of Dublin Below Market Rate (BMR) Rental Monitoring Program

Kim Obstfeld, Housing Specialist, presented information on the results of Dublin's recent BMR rental monitoring.

Cm. McCormick asked if BMR rental monitoring includes tenant customer satisfaction surveys.

Ms. Obstfeld explained that the Affordable Housing Agreement defines the scope of BMR rental monitoring for each project and it does not include tenant satisfaction as a component.

Cm. Sladden asked if BMR communities are required to publicize themselves as income restricted properties.

Ms. Obstfeld stated that affordable housing properties are required to execute a City approved management and marketing plan, prior to occupancy. She explained that Staff is researching ways to require periodic marketing plan updates for BMR communities.

Ms. Cunningham added that the Tri-Valley Rental Housing Opportunities Guide advertises BMR communities within the Tri-Valley, and Staff frequently refers inquirers to this resource.

Ms. Obstfeld stated that the City's BMR and market rate apartment communities are also listed on the City's website.

Vc. Brown asked if affordable housing units are mandated.

Ms. Obstfeld responded that the Housing Element, a component of the General Plan, is required to be reviewed and certified by the Department of Housing and Community Development (HCD). She explained that the Regional Housing Needs Assessment establishes a target number of affordable units the jurisdiction is to provide and defines income limits from extremely low to moderate. The Housing Element requires that zoning for affordable units is identified in the plan.

Vc. Brown asked how many affordable properties in Dublin house extremely low income families.

Ms. Obstfeld replied that the properties in Dublin accommodating extremely low income categories are run by not-for-profit housing organizations; the properties are Camellia Place, Wexford Way, Carlow Court, and Wicklow Square.

Vc. Brown asked what the income level is for the extremely low category.

Ms. Obstfeld stated that the extremely low category is thirty-percent or less of the area median income. This is \$28,050 or less per year for a four person household, using the 2014 state income limits.

Vc. Brown asked if a household will qualify for affordable housing if the family is earning less than the maximum for the extremely low income category.

Ms. Obstfeld explained that many families coming in below the extremely low income level have a project or tenant-based Housing Choice Voucher, keeping the rent at 30% of their household income.

Vc. Brown asked how households in the extremely low category are informed about available BMR units.

Ms. Obstfeld explained that there are a variety of organizations providing this information including: The City of Dublin, Housing Authority of the County of Alameda, Eden I&R Inc., Tri-Valley Opportunity Center and other not-for-profit housing providers.

Cm. Strah asked how often Officer Rhodes frequents the properties who participate in the Crime Free Multi-Housing Program.

Ms. Obstfeld stated he visits each site at least once a week, depending on the level of activity at the development.

Cm. Strah asked about how many calls Officer Rhodes receives from the affordable housing developments.

Ms. Cunningham explained that Officer Rhodes initiates these visits and is not necessarily responding to calls for service. He provides a service in support of the local neighborhood watch concept; he develops relationships with property managers and residents and in turn becomes familiar with issues affecting the property.

Cm. McCormick asked if crime statistics are available by property.

Ms. Cunningham stated that crime statistics are categorized by geographical area and identify calls for service and/or arrests for a specific area.

Cm. McCormick asked if there are waiting lists for affordable housing communities.

Ms. Obstfeld stated that not-for-profit properties that cater to lower income households' average a two-to-three year wait period.

Vc. Brown asked where people live while waiting for affordable housing to become available.

Ms. Cunningham informed the Commission that not all the people on these waiting lists are Dublin residents and that one family may be signed up on multiple waiting lists.

Vc. Brown asked if the City is requiring developers to provide more affordable housing in view of the need.

Ms. Cunningham stated that the City requires twelve and one-half percent of affordable housing per development project consisting of twenty or more residential units. She explained that the Veterans housing project will provide sixty-five more affordable units and acknowledged the City's investment of funds and efforts to provide more affordable housing.

Vc. Brown asked if the newly constructed Esprit townhomes offer affordable housing.

Ms. Obstfeld explained that the transit center project has already satisfied its affordable housing requirement. She explained that Camellia Place fulfilled the very-low and low income category and the other properties within the transit center offer moderate-income affordable units.

Cm. Sladden asked if all senior housing in Dublin is tied to income.

Ms. Cunningham explained that the three (3) affordable senior communities are tied to income, and the universal design guidelines ensure new construction can be adapted to a senior life style.

Cm. Strah asked who the responsible party is for the maintenance of affordable housing communities.

Ms. Cunningham stated that the City requires the property management company/owner to provide for the ongoing repair and maintenance of the affordable housing communities.

8.3 Community Grants Program Modifications

Ms. Cunningham presented on Community Grants program modifications.

Vc. Brown asked if not-for-profit organizations are required to have a business license.

Ms. Cunningham explained that not-for-profit organizations serving Dublin residents in the City are required to have a business license. The business license registration for not-for-profit organizations is free.

Cm. Sladden asked if Community Grant recipients receive funding in one disbursement.

Ms. Cunningham stated that General Fund and Housing Fund recipients can request funding up-front in one disbursement. She explained Community Development Block Grant recipients operate on a reimbursement basis per HUD guidelines.

Cm. Sladden asked when the mid-year grant recipient reporting would be due.

Ms. Cunningham stated mid-year reporting would be due in December. The goal is to have the information prior to the Community Grants Program meeting. The information will allow the Commission to review a funded organization's progress, prior to making recommendations for future funding.

8.4 Human Services Priorities and Initiatives

Ms. Cunningham presented on Human Services priorities and initiatives.

Cm. Strah asked if outreach for SeeDubWell includes recruiting doctors and/or nurses.

Ms. Cunningham responded that the school nurses are focusing on recruitment of doctors and nurses for the event. Ms. Cunningham further stated that outreach is targeted at uninsured participants who may be unaware of available services such as those through Axis Community Health.

Cm. Sladden asked how close in proximity is August 22, 2015 to the start of the school year.

Ms. Cunningham stated the SeeDubWell event will be held a few days before school starts. The goal is to prevent school registration delays resulting from a lack of student immunizations.

Vc. Brown asked if the planning committee for SeeDubWell is seeking pro-bono services from health care workers.

Ms. Cunningham explained that the planning committee is working with Axis Community Health, Kaiser Permanente, ValleyCare, John Muir, and Alameda County Public Health Department to provide collaborative services. They will assist with medical and health services as well as with the needed medical record reporting and insurance requirements.

Vc. Brown asked when a flyer will be available advertising the event.

Ms. Cunningham stated the marketing materials will be available in about one-month. She then asked for two volunteers from the Commission to be on the SeeDubWell subcommittee to assist with participant outreach.

Cm. Strah and Cm. Sladden volunteered to be on the SeeDubWell subcommittee.

Cm. McCormick asked if the Tri-Valley cities need funding for the dental study.

Ms. Cunningham confirmed funding is needed and explained the joint dental clinic study will identify needs, advantages and obstacles associated with providing a dental clinic.

Vc. Brown asked how much the dental clinic study will cost.

Ms. Cunningham replied that a dental clinic study and implementation will cost between forty and sixty thousand dollars. She then asked for a volunteer to be on the Regional Human Services subcommittee comprised of members from the three Tri-Valley Human Services Commissions.

Vc. Brown volunteered to be on the Regional Human Services subcommittee.

Ms. Cunningham suggested having not-for-profit organizations who focus on Commission priorities present program services to the HSC at future meetings. She then suggested Senior Support Program of the Tri-Valley (Senior Support) be the next presenter as senior services are one of the HSC's identified priorities.

The HSC agreed they would like to have Senior Support present program services to the Commission.

Vc. Brown asked if the HSC will meet more often.

Ms. Cunningham explained that the proposal will need to be adopted as part of the strategic plan and budget process. The thought is that the HSC would meet every other month starting sometime after July, perhaps beginning later than September due to staffing constraints during the summer and early fall.

Ms. Cunningham then explained that there may be future volunteer opportunities through a poverty awareness subcommittee and the SeeDubWell event. She stated that at each HSC meeting one or two organizations of interest will present program services.

OTHER BUSINESS

9. Brief INFORMATION ONLY reports from the Human Services Commission and / or Staff related to meetings attended at City Expense (AB 1234).

Cm. Strah visited Tri-Valley Haven and was very impressed with the organization.

Cm. Sladden stated she recently joined the Board of Dublin Partners in Education.

Ms. Cunningham stated that the First Tee of the Tri -Valley asked for feedback about their grant application and outreach opportunities for funding.

The HSC recommended potential private funding from local PFSO's (Parent, Faculty, Student Organizations at the schools), local adult/youth sports associations, local services organizations golf course for private business or other local resources involved with golf activities. They asked staff to contact the organization and provide their suggestions.

ADJOURNMENT

Being no further business, the meeting adjourned at 8:38:57 PM.

Respectfully Submitted,



Anastasia Nelson, Recording Secretary

APPROVED:



Vice Chairperson, Alan Brown