

**Social Service Human Relations Board**  
**Minutes of the Special Meeting, Thursday, August 19, 2013**

1. **CALL TO ORDER and ROLL CALL**

Vice-President Villareal called the meeting to order at 7:12 p.m. Present were members Biggs, Radding, Watkinson, Williams, Robles-Wong, and Blake.

2. **APPROVAL OF MINUTES**

The Minutes of the Special Meeting, July 15, 2013, were approved as presented.

M/S Biggs / Williams Unanimous

3. **AGENDA ITEMS**

3-A **ELECTION OF OFFICERS**

At the Special meeting of July 15, 2013, member Biggs was nominated as Board President and Vice-President Villareal was nominated to continue in that role.

M/S Williams / Radding to elect Doug Biggs as Board President. Unanimous

M/S Biggs / Williams to elect Henry Villareal as Board Vice-President

President Biggs assumed the role as meeting facilitator.

President Biggs asked that Agenda Item

4. **BOARD/STAFF COMMUNICATIONS, NON-AGENDA** be taken out of order.

President Biggs shared that, over the years, the Board has played an important role in the City's distribution of CDBG Public Service grants to non-profit organizations serving low-income residents. This SSHRB participation in the CDBG process began in 1997, at the request of City Council. He added that this process has been the key driver in developing the Board's periodic Community Needs Assessments, which help determine what community needs are, and make funding recommendations based on identified needs. In past years, it has become a tougher and tougher job, because there is less money.

SSHRB's role in the CDBG process has included:

- Holding Public Hearings regarding needs in the community, having a discussion, and transmitting to the Council what the Board determines to be priority needs.
- Receiving Public Comment, having a discussion, and providing Council with input on staff recommendations for CDBG Public Service funding, and repeating this process, usually in the fall, regarding reprogramming of Public Services funds.

In the past, staff oversight of both SSHRB and the CDBG program were under the Development Services Department. Two years ago, the Alameda Housing Authority (AHA) assumed oversight of the CDBG program on behalf on the City.

A maximum of 15% of CDBG funds can be used for Public Services, and the City has traditionally approved 15% being allocated for that purpose. In addition, CDBG administration funds have been allocated to pay for ECHO's Fair Housing Services, and more recently, the County-wide 211 I&R program, both of which could be considered Public Services.

At a recent meeting with AHA staff, President Biggs was informed that staff had discovered that the number of people served through Public Services paid for with CDBG administration funds, could not be counted / reported in the total low-income individuals served. Because of this, and their anticipation of a change in the formula for cities to receive CDBG funding, staff said they were planning to allocate this year's reprogrammed funds (which include some entitlement funds not distributed, because of sequestration concerns) to the Echo Fair Housing and 211 I&R program. Staff added that they would accomplish this as an administrative function, rather than with a process that included a SSRB Public Hearing, Board discussion and recommendation to the Council, and that their reprogramming package would go before the Council for approval on October 1.

SSHRB staff added that he had received similar information at a separate meeting with AHA staff.

Since this change greatly impacts the role that SSHRB has played in the CDBG process since 1997, President Biggs asked that two Items be placed on the Agenda for the Board's meeting in September:

1. A request for the Board to review, discuss, and prepare comments on staff recommendations regarding reprogramming of FY 2013/14 CDBG Public Service funds.
2. A request that the Board discuss and clarify its role in making recommendations regarding CDBG Public Service funds.

3.-B **WORK SESSION WITH THE BOARD REGARDING 2013/14 WORKGROUPS**

Since none of the workgroups had met since the Board's last meeting, and they had not yet received their Work Progress Report templates from staff, this discussion will continue at the Board's September meeting.

A question was raised regarding accusations of discrimination by a local business that had been reported in a Blog and other places on the web. Staff said that he would follow up.

4. **BOARD/STAFF COMMUNICATIONS, NON-AGENDA**  
(SEE ABOVE)

5. **ORAL COMMUNICATIONS**

Vice-President Villareal thanked staff for facilitating AUSD's LGBTQ Roundtable's participation in the 4<sup>th</sup> of July Parade.

6. **ADJOURNMENT**

Motion to Adjourn M/S Radding Unanimous.

The meeting adjourned at 7:52 p.m.

M/S Robles-Wong / Williams Unanimous

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Respectfully submitted by:

Jim Franz  
Secretary