



APPROVED MINUTES

As Amended

SUNNYVALE HOUSING AND HUMAN SERVICES COMMISSION WEDNESDAY, SEPTEMBER 23, 2009

The Housing & Human Services Commission met in a regular session in the West Conference Room at 456 W. Olive Ave., Sunnyvale City Hall, Sunnyvale, CA 94086 on September 23, 2009 at 7:00 p.m. with Chair Yezgi presiding.

ROLL CALL

Commission Members Present: Eric Anderson, Hannalore Dietrich, Dori Hailu, and Demi Yezgi.

Commission Members Absent: None

Staff Present: Suzanne Isé, Housing Officer, Katrina Ardina, Housing Programs Analyst, and Edith Alanis, Housing Programs Technician.

SCHEDULED PRESENTATION

NONE

PUBLIC ANNOUNCEMENTS

NONE

CONSENT CALENDAR

1. Draft Minutes of August 26, 2009.

Chair Yezgi asked for a motion to approve the minutes August 26, 2009.

Vice Chair Anderson moved and Commissioner Hailu seconded to approve the minutes of August 26, 2009 as presented.

Motion passed unanimously 4-0-0.

Chair Yezgi asked Housing Officer Suzanne Isé when it would be appropriate to add an item to the agenda.

Officer Isé explained that the Commissioners could make a motion to add items to the agenda under general business for discussion as long as they did not intend to take any action.

Chair Yezgi asked for a motion to add an agenda item under general business to discuss the Consolidated Plan Visioning meeting that the Commissioners attended earlier.

Commissioner Hailu moved and Vice Chair Anderson seconded to add an item to the agenda under general business to hear an informal report by the Commissioners on the Consolidated Plan Visioning public meeting that they had attended earlier that day.

Motion passed unanimously 4-0-0.

Chair Yezgi welcomed Commissioner Hannalore Dietrich as the newest member of the Commission, asked her to introduce herself and share some of her background. Each of the Commissioners took a turn to welcome Commissioner Dietrich and introduce themselves.

Chair Yezgi said that once one more member joins the Commission, she would like to review the purpose, goals, policies and ground rules of the Commission going forward.

PUBLIC COMMENTS

There were no members of the public present.

PUBLIC HEARINGS/GENERAL BUSINESS

1. Annual Review of the Draft Consolidated Annual Performance Evaluation Report (CAPER) for Program Year 2008-09.

Katrina Ardina, Housing Programs Analyst, gave a brief overview of the CAPER which is submitted to the Department of Housing and Urban Development (HUD) each year to report on the City's progress in implementing the Action Plan for the same year.

Officer Isé mentioned that the CAPER may seem daunting at first, but reassured the Commissioners that it is based on the City's Consolidated Plan and Action Plan.

Vice Chair Andersen asked for an explanation of the last attachment to the report. Katrina explained that the attachment described each funded activity, its completion status, and funding amount for multiple years.

Chair Yezgi suggested reviewing the CAPER page by page to allow the Commissioners to ask any questions and take advantage of the opportunity to learn from this document, and give staff any comments or corrections. Commissioners agreed, and noted a number of suggested edits to the report.

Commissioners brought forward a concern regarding the performance measurement and requested of staff to review Table 1 to ensure that the number of "accomplished units" is accurate and that there is consistency in reporting.

After a lengthy discussion and review of the CAPER, Chair Yezgi asked for a motion.

Vice Chair Anderson moved and Commissioner Hailu seconded to approve the CAPER with the changes recommended by the Commission and subject to staff's review and correction or update, if appropriate, of the "accomplishment units" shown in Table 1 of Part 3 of the report.

Motion passed unanimously 4-0-0.

2. Report by Commissioners on the Consolidated Plan Visioning Meeting

The Consolidated Plan Visioning meeting was held at the City of Sunnyvale Council Chambers on September 23, 2009 from 3:00-4:30 p.m. Commissioners Anderson, Hailu, and Yezgi attended the meeting, and each participated in one of three separate small group discussions facilitated by the meeting staff.

Each commissioner summarized the discussions that took place in their respective small groups. They all expressed that it was evident that the needs in the community are great and the resources seem very limited. In addition, they pointed out that staff of many of the non-profit agencies commented that often they are not aware of the services provided by other non-profits. Housing Officer Isé gave the Commissioners some historical background on the Consolidated Plan and CDBG funding options. She also added that the draft Plan will be agendized for public hearing at a future Housing and Human Services Commission meeting later this fiscal year for additional input and public comment.

NON-AGENDA ITEMS AND COMMENTS

- **BOARDMEMBERS OR COMMISSIONERS ORAL COMMENTS**

Commissioners expressed appreciation for the amount of work that goes into preparing reports and holding meetings to get input from the community for projects such as the preparation of the new Consolidated Plan.

Chair Yezgi shared that she gave a lecture at the Sunnyvale Library about grassroots fundraising and desires to establish a nonprofit institute in the future to help strengthen the nonprofit organizations in Sunnyvale and hopefully be able to address some of the community challenges that came-up during the Housing and Human Services Commission meetings.

- **STAFF ORAL COMMENTS**
NONE

INFORMATION ONLY ITEMS

NONE

ADJOURNMENT

Commissioner Hailu moved and Commissioner Dietrich seconded to adjourn the meeting.

Motion passed unanimously 4-0-0.

Meeting adjourned at 9:55 p.m.

Respectfully submitted,

Suzanne Isé
Housing Officer