



APPROVED MINUTES

SUNNYVALE HOUSING AND HUMAN SERVICES COMMISSION WEDNESDAY, MARCH 23, 2011

The Housing & Human Services Commission (HHSC) met in a regular session in the West Conference Room at 456 West Olive Avenue, Sunnyvale City Hall, Sunnyvale, CA 94087 on March 23, 2011 at 7:06 p.m. with Chair Anderson presiding.

ROLL CALL

Commission Members Present: Eric Anderson, Hannalore Dietrich, Fred Fowler, Younil Jeong, Anna Ko, and Mathieu Pham.

Commission Members Absent: Dori Hailu (unexcused)

Staff Present: Hanson Hom, Director of Community Development, Suzanne Isé, Housing Officer and Edith Alanis, Housing Programs Technician.

Others Present: Various agency representatives.

SCHEDULED PRESENTATION

None.

PUBLIC ANNOUNCEMENTS

None.

CONSENT CALENDAR

1. A. Approval of Draft Minutes of February 23, 2011.

Chair Anderson asked for a motion to approve the draft minutes of February 23, 2011.

Commissioner Ko moved and Vice Chair Pham seconded to approve the draft minutes of February 23, 2011 as presented.

Motion passed unanimously 5-0-0.

PUBLIC COMMENTS

Bob Campbell called attention to the article that ran on March 17 in the Sunnyvale Sun featuring Senior Housing Solutions.

PUBLIC HEARINGS/GENERAL BUSINESS

2. Public Hearing: Recommended Funding of CDBG Human Services Grants and CDBG/HOME Capital Project Loans

Chair Anderson advised that the Commission would consider the Capital Projects portion first and address the Human Services second.

Housing Officer Suzanne Isé gave an introduction and a brief overview of the four capital projects that were received.

- First Community Housing asked for \$50,000 in CDBG funds for plumbing replacement at Orchard Gardens, a 62-unit apartment project.

- Momentum for Mental Health asked for \$211,000 in HOME funds for a major rehabilitation of a special needs group home in Sunnyvale that provides housing for individuals who are at risk of becoming homeless.
- Mid-Peninsula Housing applied for \$183,280 in CDBG funds to rehabilitate an additional building at their Homestead Park affordable rental property.
- Global Premier Development asked for \$750,000 in HOME funds to acquire and renovate a 12-unit apartment complex and convert it to senior housing.

Commissioner Jeong arrived at 7:10 p.m.

Officer Isé reviewed staff's recommendations to approve two of the proposals. Staff recommends approving First Community Housing's proposal as submitted. Staff recommended modifying Momentum for Mental Health's proposal from a rehabilitation to a demolition/rebuild, project which would be more cost effective in the long term, if Momentum is able to secure 25 percent based on the cost to rebuild, or reduce the funding award to their original request if Momentum cannot secure the matching funds or is able to determine that rehabilitation is the only feasible option.

Chair Anderson asked if there were any capital project applicants present to answer some questions.

There were no capital projects representatives present at the time. Commissioners discussed briefly and concurred with staff's recommendations except for the option to fund the Momentum proposal under the original request (rehabilitate), as they felt the rebuild option was the only cost-effective option.

Chair Anderson asked for a motion to make a recommendation on the Capital projects.

Commissioner Fowler moved and Commissioner Dietrich seconded to approve a loan of \$50,000 for the First Community Housing proposal; and a loan of \$318,889 for Momentum for Mental Health, contingent on Momentum securing commitments for 25 percent match no later than June 30, 2011.

Motion passed unanimously 6-0-0.

Chair Anderson welcomed the many agency representatives present and commented on the difficulty of making funding decisions while funding is being reduced. He then asked Officer Isé to give a brief overview.

Officer Isé gave an overview of the memorandum provided and described the process used by staff to evaluate and score the proposals make their funding recommendations. She also highlighted that only one proposal was deemed ineligible under HUD's rules because of the faith-based nature of the activity proposed for CDBG funding, as described in their bylaws.

Chair Anderson opened the public hearing at 7:35 p.m.

The following agency representatives spoke on behalf of their programs, stressed the need for funding, and highlighted how inter-related agencies are, and that they are all experiencing funding cuts from other sources. They pointed out that no one agency could provide all necessary services on its own.

Representative	Comments
<p>Marie Bernard <i>Executive Director</i> Sunnyvale Community Services (SCS)</p>	<p>Expressed great concern about the proposed funding reduction to her program; mentioned that at the prior HHSC meeting a lot of the other agencies pointed out how much they depend on SCS to be a safety net to the community and a partner to them to be able to provide many of their services; highlighted that SCS provides essential services for the neediest residents in Sunnyvale.</p>
<p>Vishalakshi Vallurnatt <i>Outreach Coordinator</i> Maitri Transitional Housing</p>	<p>Asked for feedback on her proposal not being recommended for funding. Staff offered to provide a debriefing during regular business hours. Maitri is a transitional house for victims of domestic violence and provides crisis response and prevention services.</p>
<p>Ginger McClure <i>Site Supervisor</i> Catholic Charities – Day Break III</p>	<p>Gave an overview of the comprehensive services that they provide to keep aging family members at home rather than institutionalized and shared various client stories.</p>
<p>Sujatha Venkatraman <i>Director of Stability Support Services</i> West Valley Community Services (WVCS) – Haven to Home</p>	<p>Described the services of the new Haven to Home program, which has already served 12 Sunnyvale individuals in the last 6 months. Highlighted that the new services are open to families and individuals, and that they are the only available services in West Valley when the armory closes the winter shelter.</p>
<p>Linda Chin <i>Director of Development</i> Abilities United</p>	<p>Thanked the City for their continued support and gave a brief overview of the lifetime of services that they provide to individuals with developmental disabilities, enabling them to live physically fulfilling and financially independent lives.</p>
<p>Kitty Mason <i>Director of Behavioral Services</i> Catholic Charities – Housing Search & Stabilization</p>	<p>Spoke of the importance of preventing homelessness through their shared housing services. She also pointed out that families, rather than individuals, are an increasing population becoming homeless and needing help to keep a roof over their heads.</p>
<p>Dan McClure <i>Founder and CEO</i> Generations Community Wellness – Movetrition™, Girls on the Go, Spring Chickens™</p>	<p>Gave an overview of the three proposals his agency submitted; requesting funds for: a gang intervention program for girls, a child nutrition program and a senior fitness program. He acknowledged that every agency is facing cuts and it was hard to compete against more essential services, but believed that prevention was also important. When asked if he had to pick one program to fund, he struggled and finally picked Movetrition™ for early childhood nutrition to prevent diabetes and obesity.</p>
<p>Rob Schultz <i>Executive Director</i> Reach Potential Movement – Mentoring for at-risk youth</p>	<p>Regretted that his agency was not eligible due to language in the bylaws, advocated for funding youth services and looked forward to reapplying in two years after modifying their bylaws. He invited everyone to the opening of the Gateway Youth Center on April 6 behind Trinity Church.</p>

Representative	Comments
Colleen Hudgen <i>Executive Director</i> Live Oak Adult Day Services	Live Oak has provided adult day care services for 32 years to seniors with Alzheimer's, dementia, Parkinson's, MS, etc. who need 24-hour non-medical care. 75 percent of the Cupertino facility clients come from Sunnyvale. She asked that her agency be reconsidered for funding.
Deserine Graze <i>Program Manager</i> Momentum for Mental Health (capital project applicant)	Thanked the City for the prior financial support for another rehabilitation project at Duane Ct. that was just completed, and hoped that the Commissioners would recommend for funding of this project also. She was not present during the part of the meeting that addressed capital projects.

The Maitri representative was asked why they applied for less than the \$10,000 minimum grant amount. She explained that it was based on the proportion of their clients who were estimated to come from Sunnyvale.

Representatives from the following agencies were also present to answer any questions that Commissioners might ask about their proposals: Senior Housing Solutions, Catholic Charities Ombudsman, Senior Nutrition Program, YWCA Support Network, Friends for Youth, Bill Wilson Center, SALA, Outreach & Escort, MayView Community Health Center, EHC LifeBuilders, and Santa Clara Family Health Foundation.

Xiomara Cedillo, Sunnyvale resident and client of Sunnyvale Community Services shared her experience with SCS and gratitude for all the support she received from their food program and assistance to pay a security deposit which allowed her family of five to rent an apartment after losing their home to foreclosure and having stayed in a friend's garage for almost a year.

Naomi Nakano-Matsumoto, Executive Director of West Valley Community Services and a Sunnyvale resident, spoke on behalf of the Haven to Home program and in support of all the human services agencies. She also wanted to raise awareness of the fact that there are homeless individuals in Sunnyvale who need services and support.

Public hearing closed at 8:23pm.

Chair Anderson opened the floor for discussion and asked if any of the Commissioners had any questions of the agency representatives. They did not at that time.

Commissioner Fowler briefly explained his recommendations and shared two handouts with everyone to illustrate his ranking process and his recommendations as compared to staff's recommendations.

Other Commissioners gave input and proposed options to narrow down the list of agencies that were to be recommended for funding, taking into account not only the current funding request, but also the amount of prior City grants. They arrived at consensus that although the Request for Proposals stipulated that the minimum grant amount was to be \$10,000, due to the economic climate smaller grants should be considered. Agency representatives concurred. The Chair asked several questions of the agency representatives related to the idea of grants of less than \$10,000 and related matters.

After a lengthy discussion and input from the agency representatives, staff, and all Commissioners, Chair Anderson asked for a motion to approve the following recommendations as represented on

the table below and with the proposed stipulations to address the anticipated final reduction in funding by HUD and the possibility of any agency declining to accept the grant if they considered it too small to justify the cost of administering it.

Agency	Grant Request	Recommended Grant	Prorated to 30% reduction level
Senior Nutrition Program	\$21,286	\$18,000	\$13,320
Sunnyvale Community Services	\$85,000	\$75,000	\$55,500
YWCA – Support Network	\$35,000	\$21,000	\$15,540
Friends for Youth	\$13,960	\$10,000	\$7,400
Family & Children services	\$32,000	\$24,000	\$17,760
MayView Community Health Center	\$20,580	\$20,000	\$14,800
Senior Adults Legal Assistance	\$10,000	\$8,000	\$5,920
EHC LifeBuilders	\$25,000	\$25,000	\$18,500
Outreach & Escort – STAR Program	\$40,000	\$35,000	\$25,900
Catholic Charities – Long Term Care Ombudsman	\$12,000	\$10,000	\$7,400
West Valley Community Services – Haven to Home	\$15,000	\$9,000	\$6,660
The Health Trust – Meals on Wheels	\$8,840	\$8,000	\$5,920
Bill Wilson Center	\$35,000	\$26,000	\$19,240
Abilities United	\$14,150	\$10,000	\$7,400
Santa Clara Family Health Foundation – Healthy Kids Program	\$20,138	\$18,000	\$13,320
Catholic Charities – Daybreak III	\$15,000	\$12,000	\$8,880
Live Oak Adult Day Services	\$13,271	\$11,000	\$8,140
Generations Wellness – Movetrition™ Program	\$10,800	\$7,000	\$5,180
Senior Housing Solutions	\$12,800	\$0	\$0
Maitri	\$5,000	\$0	\$0
Next Door Solutions to Domestic Violence	\$5,000	\$0	\$0
Shelter Network of San Mateo County – Haven Family House	\$24,000	\$0	\$0
Healthcare Foundation – New Directions Project	\$30,000	\$0	\$0
Shelter Network of San Mateo County – Maple Street Shelter	\$25,000	\$0	\$0
Catholic Charities – Housing Search and Stabilization	\$7,029	\$0	\$0
InnVision the Way Home	\$13,000	\$0	\$0
Generations Wellness – Girls on the Move™	\$15,300	\$0	\$0
Generations Wellness – Spring Chickens	\$15,000	\$0	\$0
Reach Potential Movement	\$14,900	\$0	\$0
TOTALS	\$594,054	\$347,000	\$256,780

Vice Chair Pham moved and Commissioner Fowler seconded to approve the funding recommendations with the stipulation that any funding reductions will be applied equally among all the agencies recommended for funding; and that if any grants awarded are declined by any agency they would be awarded to Sunnyvale Community Services to increase their grant up to the maximum of 25 percent of the total funding available for human services.

Motion passed unanimously 6-0-0.

3. Consider additions to 2011 Work Plan (if any)

Chair Anderson asked for the subcommittee on the 2011 Work Plan to report on their meeting of March 14, 2011.

Commissioner Fowler reported that Vice Chair Pham was voted Chair and Commissioners Ko was voted Secretary of the subcommittee and handed out minutes of their meeting. All three members explained the items recommended to add to their May and June meeting agendas for discussion.

Officer Isé mentioned the updated Council Policy regarding subcommittees (or ad-hoc committees) which states that only Council or staff can direct the Commissions to form subcommittees, and that new work plan items dealing with council policy issues need to be approved by Council.

The Commissioners asked to add non-action items to future meeting agendas, but not their Work Plan on the following topics: VTA bus service; options if CDBG is completely eliminated by Congress; homelessness; child care services available to Sunnyvale residents; and development of a competition or recognition program to promote healthy competition among human service providers.

Director Hom asked the Chair what kind of report the Commissioners expected from staff on this discussion topics. Commissioner Fowler stated that they did not expect staff to prepare reports, but were planning on doing the research for these discussions on their own and/or invite guest speakers to present information on the topics. Director Hom explained that the Commissioners could propose study issues following these discussions during the 2012 study issue process.

NON-AGENDA ITEMS AND COMMENTS

- BOARDMEMBERS OR COMMISSIONERS ORAL COMMENTS
- STAFF ORAL COMMENTS
 - Staff advised the Commissioners of the upcoming Microenterprise Grant Orientations on March 30 at Council Chambers and the Library and asked that they pass the word if they know of anyone that could benefit from this program.

INFORMATION ONLY ITEMS

None.

ADJOURNMENT

Meeting adjourned at 11:48 p.m.

Respectfully submitted,

Suzanne Isé
Housing Officer