



# Human Welfare and Community Action Commission

## MINUTES

Wednesday, October 19, 2022

6:30 PM

### **PUBLIC ADVISORY: THIS MEETING WILL BE CONDUCTED EXCLUSIVELY THROUGH VIDEOCONFERENCE AND TELECONFERENCE**

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, this meeting of the Housing Advisory Commission will be conducted exclusively through teleconference and Zoom videoconference. Please be advised that pursuant to the Executive Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, there will not be a physical meeting location available.

**To access the meeting remotely using the internet: Join from a PC, Mac, iPad, iPhone, or Android device: Use URL –<https://zoom.us/j/4863098496>**

If you do not wish for your name to appear on the screen, then use the drop down menu and click on "rename" to rename yourself to be anonymous. To request to speak, use the "raise hand" icon on the screen. **To join by phone: Dial 1-669-900-6833 and Enter Meeting ID: 486 309 8496.** If you wish to comment during the public comment portion of the agenda, press \*9 and wait to be recognized by the Chair.

#### **Preliminary Matters**

1. Roll Call  
Present: Behm-Steinberg, Sood, Lippman.  
Absent: Bookstein, Sim.  
Quorum: 4 (Attended: 4).  
Staff Present: Mary-Claire Katz.  
Public Present: Helen Walsh.
2. Agenda Approval
  - a. Move items 8 and 9 to the end of the agenda.
3. Public Comment
  - a. None.

#### **Update/Action Items**

***The Commission may take action related to any subject listed on the agenda, except where noted.***

#### **Berkeley Community Action Agency Board Business**

4. Approve minutes from the 8/31/2022 Regular Meeting (Attachment A) – All  
**Action:** M/S/C (Sood/Behm-Steinberg) to approve the minutes.  
**Vote:** Ayes – Behm-Steinberg, Bookstein, Lippman, Sood; Noes – None; Abstain – None; Absent – Sim.

5. Discussion and possible action regarding CSBG 2022 Funding (Attachment B) – Staff  
Public Comment: Helen Walsh supports funding the Dignity on Wheels Program with CSBG Discretionary Funding as long as the services are ADA accessible.
6. Review City of Berkeley funded agency Program and Financial reports (Attachment C) — Staff
  - a. McGee Avenue Baptist Church program and financial reports  
Public Comment: Helen Walsh says that McGee’s program needs to be ADA accessible if they receive City funds and need to have data points, and that they cannot have blank reports with no demographic data. She notes that the budget will be informed by demographic data, and that disability and age and mental health status should be tracked.

### **Other Discussion Items**

7. Discussion and possible action regarding a mechanism for City employees and service providers to communicate (Attachment D)– Commissioner Behm-Steinberg  
Public Comment: Helen Walsh says that there needs to be information sharing between the City and its contractors. There is no City accessibility department that is functioning and this is putting strain on advocates. Helen says that in order to resolve this issue, the City needs to hire people who know what they’re doing. Communication can avoid lawsuits for the City. Communications in contracts in the City are not working and we do not know how many people are turned away that request services if the data is not collected.
8. Discussion and possible action regarding senior housing and programs – Commissioner Bookstein  
No action taken.
9. Discussion and possible action regarding a site visit to the Pathways facility – Commissioner Behm-Steinberg  
No action taken.
10. Discussion and possible action regarding draft Council item “Requirements for Contracted Non-Profit Service Providers and Transparency of Grant Reports” – Commissioner Behm-Steinberg (Attachment E)  
No action taken.
11. Discussion and possible action regarding draft Council item “Eligibility for Service as a Representative of the Poor” – Commissioner Behm-Steinberg (Attachment F)  
No action taken.

12. Discussion and possible action regarding draft Council item “Accessibility and Availability of Materials on City Website” – Commissioner Behm-Steinberg (Attachment G)  
No action taken.
  
13. Discussion and possible action regarding draft Council item “Accessibility Quality Assessment program to handle non-conforming public facilities and complaints from seniors and disabled people over substandard services or services not provided” (Attachment H)  
No action taken.
  
14. Review latest City Council meeting agenda  
No action taken.
  
15. Announcements  
None.
  
16. Future Agenda Items  
Secretary will bring an agenda item regarding the low-income representatives. Commissioner Bookstein is interested in scheduling a meeting with the COB Auditor.

### **Adjournment**

**Action:** M/S/C (Sood/Lippman) to adjourn at 8:32PM.

**Vote:** Ayes – Behm-Steinberg, Bookstein, Lippman, Sood; Noes – None; Abstain – None; Absent – Sim.

### **Attachments**

- A. Draft Minutes of the 8/31/2022 Meeting
- B. CSBG 2022 Contract
- C. Program and financial reports from McGee Avenue Baptist Church
- D. Draft Council item “Project Wiki for City Staff and contracted agencies to share information”
- E. Draft Council item “Requirements for Contracted Non-Profit Service Providers and Transparency of Grant Reports”
- F. Draft Council item “Eligibility for Service as a Representative of the Poor”
- G. Draft Council item “Accessibility and Availability of Materials on City Website”
- H. Draft Council item “Accessibility Quality Assessment program to handle non-conforming public facilities and complaints from seniors and disabled people over substandard services or services not provided”

Review City Council Meeting Agenda at City Clerk Dept. or  
<http://www.cityofberkeley.info/citycouncil>

### **Communications**

Communications to Berkeley boards, commissions or committees are public record and will become part of the City's electronic records, which are accessible through the City's website. **Please note: e-mail addresses, names, addresses, and other contact information are not required, but if included in any communication to a City board, commission or committee, will become part of the public record.** If you do not want your e-mail address or any other contact information to be made public, you may deliver communications via U.S. Postal Service or in person to the secretary of the relevant board, commission or committee. If you do not want your contact information included in the public record, please do not include that information in your communication. Please contact the secretary to the relevant board, commission or committee for further information. Any writings or documents provided to a majority of the Commission regarding any item on this agenda will be made available for public inspection at Housing and Community Services Department located at 2180 Milvia Street, 2nd Floor.

This meeting is being held in a wheelchair accessible location. To request a disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact the Disability Services specialist at 981-6418 (V) or 981-6347 (TDD) at least three business days before the meeting date. **Please refrain from wearing scented products to this meeting.**

**Secretary:**

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