

Draft 2020 Work Plan
(Revised May 2020)

City Charter: the Social Service Human Relations Board shall have the power: to assess the social service needs of the community to facilitate provision therefor; such other duties and powers as may be delegated by ordinance.

Goals (Duties delegated by AMC)	Proposed Action	Activities / Next Steps / Measurable Metrics
<p>1. Encourage the formation of private social welfare organizations to meet needs not already provided for and to foster all worthy philanthropic enterprises</p>	<ul style="list-style-type: none"> • Promote Census 2020 “Everybody Counts” Campaign, working with Community Based Organizations (CBOs) and local businesses • Participate in 2020 Census Subcommittees of hard-to-count populations • Support the development of the CDBG Five-Year Strategic Plan 	<ul style="list-style-type: none"> • Promote Census 2020 at community workshops, events, training; involve business community • Circulate “Everybody Counts” photo collage Participate in Alameda Complete Count Committee and Subcommittees of hard-to-count populations • Help develop and promote the Alameda Complete Count Committee outreach and education campaigns • Work with CBOs and service providers to identify unmet needs; solicit public comments at SSHRB meetings • Identify priorities for needs assessment to inform CDBG funding for public services
<p>2. Foster mutual understanding, respect, equality and good will among community groups</p>	<ul style="list-style-type: none"> • Season for Non-Violence (SNV) • Community Service Awards (CSA) • Placeholder for summer/fall community event 	<ul style="list-style-type: none"> • SNV speech contest March 2020, possibly including an essay contest; arrange for other venues for winners/participants to speak, e.g. Census events; change this year’s theme to “everyone counts” • CSA November 2020 • Update SSHRB brochure and post on City website and distribute at community functions;

Goals (Duties delegated by AMC)	Proposed Action	Activities / Next Steps / Measurable Metrics
		create on-line suggestion box on SSHRB's webpage.
3. Facilitate the provision of social services in the community by informing private agencies of needs and of areas of duplication of efforts	<ul style="list-style-type: none"> • HEAP Ambassador Program 	<ul style="list-style-type: none"> • Conduct de-escalation trainings for local businesses when responding to the homeless • Engage with local businesses about becoming partners in identifying solutions to the City's homelessness challenges
4. Disseminate information concerning the programs and functions of social service and regulatory agencies and to refer persons to the agencies which can best meet their needs	<ul style="list-style-type: none"> • Collaborate with Alameda Collaborative for Children, Youth, and their Families (ACCYF) and AUSD on youth mental health awareness • Assist the Housing Authority in preparing the CDBG Five-Year Strategic Plan for Council consideration • Oversee the development of the 2-1-1 Homeless Hotline • Explore developing an on-line social service directory/dashboard • Coordinate a Domestic Violence Task Force 	<ul style="list-style-type: none"> • Promote mental health first aid classes • Implement broad-based awareness campaign • Coordinate domestic violence prevention and intervention services in the City of Alameda

<p>5. Assess and report to the City Council the social service needs of the people and the methods of meeting those needs</p>	<ul style="list-style-type: none"> • Implement City’s homelessness programs and Homeless Emergency Aid Program (HEAP) grant • CDBG Public Service Funding Notice of Funding Availability (NOFA) • Participate in public engagement process for the CDBG 5-Year Action Plan 	<ul style="list-style-type: none"> • Expend or contractually obligate 50% of HEAP funds by 6/30/2020 • Evaluate CDBG funding proposals to meet community needs • CDBG funding award recommendations to Council
<p>6. Adopt a plan for the performance of the above listed functions with advice and consent of the City Council. It is the intent of this section that the City Council and SSHRB will meet at least once a year to review the plan.</p>	<ul style="list-style-type: none"> • Develop 2021 plan and present to City Council 	<ul style="list-style-type: none"> • Develop and refine plan during SSHRB’s August, September, and October meetings • At the November 2020 meeting, approve the 2021 plan • Present the 2021 plan to City Council in December 2020

SSHRB Draft 2020 Calendar Year Work Plan

	January	February	March	April	May	June
SSHRB Agenda and events	Issue CDBG NOFA	CDBG proposals due SSHRB make recommendations on CDBG funding Paratransit presentation	SNV Speech Contest	Ideas for Alameda Service Collaborative (ASC) agenda April 1—Census Day	City Council Public Hearing to adopt CDBG Annual Plan and 5-Year Action Plan	ASC luncheon
Census 2020	Census	Census	Census	Census	Census	Census
Homeless Action Plan Workgroup	HEAP	HEAP	HEAP	HEAP	HEAP	HEAP
Youth Mental Health						
Domestic Violence Workgroup					Task Force	Task Force

	July	August	September	October	November/December
SSHRB Agenda and events	Nomination of officers SSHRB Retreat	Election of officers Plan for Community Service Awards (CSA) Issue CSA news release and nomination forms	Plan for CSA CSA applications due last week of Sept. Develop & Refine 2021 Work Plan	Scores back from judges, CSA winners announced CDBG Approve 2021 Work Plan	CSA at Elks Lodge Ballroom November/December combined meeting date TBD

		Develop & Refine 2021 Work Plan			Present 2021 Work Plan to City Council
Census 2020	Census				
Homeless Action Plan Workgroup	HEAP/CARES mtgs.	HEAP/CARES mtgs.	HEAP/CARES mtgs.	HEAP/CARES mtgs.	HEAP/CARES mtgs.
Youth Mental Health					
Domestic Violence Workgroup	Task Force	Task Force	Task Force	Task Force	Task Force