

Draft 2022 Work Plan

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	Resources
1. Encourage the formation of private social welfare organizations to meet needs not already provided for and to foster all worthy philanthropic enterprises			
2. Foster mutual understanding, respect, equality and good will among community groups	<ul style="list-style-type: none"> • Implement City's homelessness programs • Season for Non-Violence (SNV) • Community Service Awards (CSA) 	<ul style="list-style-type: none"> • SNV speech contest March 2022 • CSA November 2022 	<ul style="list-style-type: none"> • City staff and SSHRB members
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"> • Develop Community Needs Assessment survey tool 		
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 the needs of those persons	<ul style="list-style-type: none"> • Domestic Violence Task Force quarterly meetings 		

Goals (Duties delegated by AMC)	Proposed Action	Activities / Next Steps / Measurable Metrics	Resources
5. Assess and report to the City Council the social service needs of the people and the methods of meeting those needs	<ul style="list-style-type: none"> • CDBG Public Service Funding • Award recommendations to Council • Community Needs Assessment 	<ul style="list-style-type: none"> • Evaluate CDBG funding proposals to meet community needs • Community Needs Assessment Report 	<ul style="list-style-type: none"> • City staff and SSHRB members
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.	<ul style="list-style-type: none"> • Develop 2022 plan and present to City Council 	<ul style="list-style-type: none"> • Develop and refine plan during SSHRB's August, September, and October meetings • Approve 2022 plan in October, 2021 	<ul style="list-style-type: none"> • City staff and SSHRB members

SSHRB Draft 2022 Calendar Year Work Plan

	January	February	March	April	May	June
SSHRB Agenda and events	Issue CDBG RFP Quarterly HSP Implementation Status Report	CDBG proposals due SSHRB make recommendations on CDBG funding Paratransit presentation	SNV Speech Contest	Ideas for Alameda Service Collaborative (ASC) agenda Quarterly HSP Implementation Status Report	City Council Public Hearing to adopt CDBG funding recommendations	ASC luncheon

<i>Community Needs Assessment</i>					Start planning for Community Needs Assessment (CNA)	Review previous survey instrument
<i>Alamedans Together Against Hate</i>	Season for Nonviolence (SNV) begins					
<i>Domestic Violence TF Quarterly mtgs.</i>		TF mtg.			TF mtg.	

	July	August	September	October	November/December
SSHRB Agenda and events	Nomination of officers SSHRB Retreat Quarterly HSP Implementation Status Report	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.	Scores back from judges, CSA winners announced CDBG Quarterly HSP Implementation Status Report	CSA at Elks Lodge Ballroom November/December combined meeting date TBD
<i>Community Needs Assessment</i>	Develop survey tool	Implement survey	Implement survey	Draft needs assessment	SSHRB to approve assessment; present to CC in 2023
<i>Homeless Action Plan Workgroup</i>	CARES mtgs.	CARES mtgs.	CARES mtgs.	CARES mtgs.	CARES mtgs.
<i>Alamedans Together Against Hate</i>					
<i>Domestic Violence TF Quarterly Mtg.</i>		TF mtg.			TF mtg.