

City of Alameda, California
SOCIAL SERVICE HUMAN RELATIONS BOARD
THURSDAY, March 27, 2025
APPROVED MINUTES

1. CALL TO ORDER

President Scott Means called the meeting to order at 7:04 p.m.

Present: President Scott Means, Board Members Dianne Yamashiro-Omi, Bernie Wolf, Gerald Bryant, Michelle Buchholz

Virtually: Vice President Samantha Green

City Staff: C'Mone Falls, Grecia Mannah-Ayon, Andre Fairley, Gabriella San Diego

2. NON-AGENDA PUBLIC COMMENTS

Josh Altieri, Community Relations Manager, from the Housing Authority for the City of Alameda shared announcements regarding two housing communities that are being built at the Housing Authority's twelve-acre property called North Housing. The first, Estuary One, at 501 Mosely Avenue will be the first permanent supportive housing community for unhoused individuals that are 18 and older. The building will contain 45 units, a mix of one bedrooms and studios, and is expected to open in July 2025. There is no wait list for the property, and will be filled via referrals from Alameda County's Coordinated Entry System. Anyone interested is encouraged to call 211 to register into the county's Coordinated Entry System or go online at 211alamedacounty.org. The second building will be at 2000 Lakehurst Circle and is in between Alameda Landing and the Naval Base. It will be a senior only housing building for residents 62 and older, and the wait list will be opened Friday April 4th at 11 a.m. where it will remain open for two weeks and close Friday April 18th at 11 a.m. The wait list is for 23 studios only, at 30% and 40% area median income. Seniors are encouraged to apply at www.linnetcorner.com. A preference will be given to those that live or work in the City of Alameda and move ins are expected to occur in September 2025. There will also be 16 units reserved for senior veterans that are disabled and unhoused, all veterans that move into that corner will be given a project-based voucher. The 16 units will not be available via the previously mentioned lottery but instead through referral. The Housing Authority has also created an online interest form to assist the county in locating this specific population.

May Funabiki, the fall prevention program manager for Spectrum Community Services based in Hayward but serving all of Alameda County in addition to providing hot meals to Mastick Senior Center and exercise classes. She vocalized her gratitude for the Board's ongoing support to the program and providing healthy meals and care to senior residents.

3. APPROVAL OF MINUTES

3-a Review and Approve February 24, 2025 Draft Minutes

A motion to approve the February 24, 2025 minutes made by Board Member Michelle Buchholz and seconded by President Scott Means. Ayes: President Means, Vice President Green, Board Members Yamashiro-Omi, Buchholz, Wolf, Bryant. Nays: none. Motion passed 6-0.

4. AGENDA ITEMS

4-A: REVIEW SSHRB WORKPLAN FOR FY 25-26

City Staff Grecia Mannah-Ayon presented a draft work plan that noted the different categories, tasks, and objectives of the Social Service Human Relations Board, including the Points of contact, Lead, and which fiscal quarter it falls into. The workplan is divided by categories, being the Community Needs Assessment, and similarly to previous years, committees are listed towards the bottom, as well as previous items such as CDBG. At the top are categories that pertain to the entire board, and the last three are workgroups. The objectives are those created by the Board and that were created during the retreat, and consolidated to propose a timeline. The first category of Community Needs assessment was broken up into three parts, being planning, data collection, and reporting. The administrative category pertains to planning for the next fiscal year. The next, infrastructure looks at committees and workgroups, as well as the internal structure of these groups, followed by CDBG, and the objectives created by the SSHRB during their retreat. Please see Exhibit 1 for more.

Board member Buchholz asked a clarifying question that these were objectives rather than tasks, to which City Staff Mannah-Ayon clarified that these were tasks to be completed. Board member Buchholz asked to who the Board is bound by to fulfil these duties, to which there was a discussion about fulfilling the duties to the people in the City they serve. City Staff Mannah-Ayon reminded Board members that there should not be items or objectives that board members do not feel are deliverable. Verbiage will be changed in the future as to give Board members a better understanding of what their deliverables and objectives should be.

President Scott Means and Board Member Buchholz briefly discussed a volunteer list that can be circulated around the city for residents to engage, to which President Means explained that will be a later agenda item to discuss. Board Member Bryant expressed his support for Board Members engaging more with the public in a recruitment process for volunteers.

Vice President Green asked a question about the Community Needs Assessment and how often data is to be collected, to which City Staff Mannah-Ayon responded it's an internally kept process with the City. President Means suggested a month be added to the data collection timeline in order to enable a larger data collection process offline. Vice President Green also emphasized that with the addition of focus groups, the timeline should be extended to allow for the input of consultants, as well as larger engagement with the broader constituency.

Board Member Buchholz asked who the timeline was approved by to which City Staff San Diego responded it was approved by City Council in May of 2023 and presented in a SSHRB meeting in May as well.

Public Comment:

Caryl Mahar, the development director at Spectrum Community Services announced that Champions week was recently celebrated as part of National March for Meals Campaign which raises awareness about the importance of Meals on Wheels and the growing necessity of supporting Senior Nutrition. This is an annual celebration that commemorates the March 1972

Amendment to the Older American Act establishing a Senior Nutrition Program. Ms. Mahar expressed her gratitude to the board for the ability to apply to CDBG funding in order to keep the program funded.

President Means put forth a motion to approve the SSHRB Workplan for FY 25-26, seconded by Board Member Buchholz. Ayes: Board Members Wolf, Yamashiro-Omi, Bryant, Buchholz, Vice President Means and Vice President Green. Nos: none. Approved 6-0.

4B. CDBG PUBLIC SERVICE AWARD RECOMMENDATIONS

City Staff Fairley presented the Community Development Block Grant Non-Housing Community Development Public Services Recommendations for FY 2025-27

SSHRB is tasked with three activities benefiting CDBG:

1. Assessing and providing input regarding the community's social service and human relations needs (December 2024)
2. Review staff's CDBG Public service funding recommendations for consistency with priority needs and reasonableness given the amount of available funding
3. Report recommended allocations to City Council (Tentatively planned for May 6, 2025)

SSHRB's Needs Statement identified the following priority areas:

- Mental Health Services
- Food Security and Nutrition Programs
- Access to Housing and Emergency Shelter
- Advocacy and Coordination
- Age Friendly Communities
- Social Connectedness

City Staff Fairley located that Public Service funding comes from 15% of Entitlement Allocation from HUD, as well as Program Income received in the previous fiscal year, with program income generated from the repayment of CDBG residential rehabilitation loans. Program income will continue to be received through June 30, with staff estimating expected amount. The Annual Action Plan is updated prior to submission.

Next steps include the City Council Public Hearing on May 6th, 2025, where Council will consider the full CDBG funding recommendations for FY 25-27, including the Non-Housing Public Service recommendations reviewed at the March 27, 2025 SSHRB meeting. July 1, 2025, funded agencies may begin making use of the funds, and upon receipt of CDBG funds, staff will prepare and route Service Provider Agreements.

Please see Exhibit 2 for more.

President Means notified the Board that he cannot participate in comments due to a conflict of interest but opened it up to other members for follow up questions to City Staff Fairley's presentation.

Board Member Yamashiro-Omi asked about a budget difference between Building Futures and some of the other organizations on the list, to which City Staff Mannah-Ayon articulated that Building Futures was given the amount they requested.

Board Member Buchholz asked whether it's more beneficial for groups to have partial or significantly less money when looking for a grant to which City Staff Falls responded it's dependent on the project.

Board Member Wolf voiced that there should be a way to allocate money to groups that are unable to fundraise or that do not have time to fundraise, to which City Staff Falls invited the Board to find time to reconfigure and have a conversation surrounding the scoring process. Board Member Bryant added that he scored based off the preparedness of the groups that applied for funding, including whether or not they had all their documents completed and packaged. Board Member Yamashiro-Omi articulated that some groups may not have the time or funds to package as well as some others and supported further conversations to revisit scoring.

Board Member Buchholz proposed funding Spectrum Community the full amount requested, and every other organization 70-75% of the requested budget, then using the difference of that percentage to Alameda Family Services, with none to Boys and Girls Club as they have outside funding available.

Board Member Buchholz proposed two options: funding based on staff recommendations, or decreasing for the second through fifth ranked service providers from 80% to 70% and give the change in amount to Alameda Family Services, in both cases with no funding to Alameda Boys and Girls Club.

PUBLIC COMMENT:

Caryl Mahar from Spectrum Community spoke about her role and the various hats that she wears advocating for her organization and some of the difficulties they've had with fundraising, as well as to thank the Board for their efforts.

Gerald and Vice President Green will present at the May 6, 2025 meeting.

Board Member Buchholz proposed for FY 25-27 that the Board funds Spectrum community at 90% of request, Eden council at 75%, Family Violence Law at 75%, Alameda Found Bank 75%, Building Futures at 75%, Alameda Boys and Girls at 0, and with the remaining funds of roughly 13,000 Alameda Family Services will be the recipient. Motion to second by Gerald Bryant. Ayes: Board Members Wolf, Yamashiro-Omi, Bryant, Buchholz, Vice President Green. Abstain: Scott Means. Approved 5-0-1.

Next steps as given by City Staff Falls is a review by City Staff in order to incorporate the vote into a report, as well as further conversation about revisiting other organizations' fundings.

President Means noted that the Alameda County has noted RFPs will be released soon.

4C. SOCIAL SERVICE HUMAN RELATIONS BOARD WORKGROUP REPORTS

Board Member Wolf reported that the structure of a webpage was put together for the Domestic Violence Taskforce. The workgroup has also toured the Family Justice Center, and been in conversation with several religious groups.

Board Member Bryant reported that Alamedans United Against Hate have been in conversation with several community stakeholders including Landscape to speak about community

mobilization. Board Member Yamashiro-Omi spoke about speaking to religious groups and schools in the future.

President Means reported that he spoke to Encinal High about coming back to present, as well as Mastick Senior Center. President Means will be meeting with Dignity Village Residents about presenting with SSHRB about the Road Home.

Vice President Green reported that she has no updates.

5. STAFF COMMUNICATIONS

City Staff Mannah-Ayon reported that during the March 14th City Council Meeting the division brought three items, including request for approval to apply to the State's CalHome Grant to expand Low Income Homeowner Residential Rehabilitation Program, and to create a Low Income Homeowner ADU Program. The remaining two items were the request to extend Alameda Family Services contract by 12 months for their full time on site support for mental health at Dignity Village, and to amend the Alameda Food Bank contract to allow for the use of Community Development Block Grant dollars as part of their tenant relocation program. City Staff Mannah-Ayon also reported that the City was present at the Youth Career Fair and Encinal High School, and some upcoming events include the Alameda Health Systems Mobile Health Clinic at the Alameda Free Library Main Branch every third Wednesday from 11 a.m. to 3:30 p.m., and the closing of the Winter Warming Shelter Program. There are two new Case Managers in HHS, Princess Iereneo, a Prevention Case Manager, and Anthony Smalls, a Street Outreach Case Manager.

This was City Staff San Diego's last meeting with SSHRB. The ACCYF Youth Advocacy Committee completed their Men's Coat Drive.

6. BOARD COMMUNICATIONS

Cindy Pile has resigned from the Board. We recognize her participation on the Board, and SSHRB is in the process of bringing a new person on the Board.

Board Member Bryant reported that he attended the Encinal High Youth and Career Fair, and wanted to note that former Board Member Pile did a great job in supporting the youth.

President Means circulated a volunteer list to discuss different organizations and how to increase recruitment. President Means will be connecting with other Board Members to find organizations that would like to be on the list.

Board Member Bryant spoke about his participation during Public Comment as a resident of Alameda at the last City Council meeting, particularly how, in his view, the civility and respect has gone down across the city. Board Member Bryant wanted to highlight to the group that the general attitude of the city has gone down in order to increase the productivity of the SSHRB.

7. MEETING ADJOURNED AT 9:20 p.m.

Exhibit 1:

[illegible]

5	Alamedans United Against Hate (AUAH) Workgroup	1	Bring revised AUAH resolution to City Council for consideration of approval.						
		2	Continue to coordinate with other human relations initiatives and collaborate with partners by participating in community meetings, events, focus groups, and/or stakeholder meetings to improve and support human relations in Alameda.						
		2a	Continue collaboration with City of Davis on best practices for a "Hate Free City."						
		2b	Meet with LGBTQ+/ACCYF and Black Student Union.						
		3	Incorporate connectivity by intentionally linking and supporting existing community events to address community issues in mental health, loneliness, etc.						
		3a	Host a lecture series in partnership with the Alameda Free Library, Friends of Alameda Library, and College of Alameda.						
		3b	Host event in October for United Against Hate Week.						
		1	Collaborate with local agencies and organizations to build on current structures/systems for the expressed purpose of supporting victims, perpetrators, and youth to encourage access to services and resources.						
		1a	Post Domestic Violence resources on ACCYF - CITY -website.						
		1b	Prepare a Council proclamation for Domestic Violence Awareness Month in October.						
6	Domestic Violence Workgroup	1c	Organize a march from City Hall to South Shore.						
		2	Lead and support semiannual Task Force meetings which are used to develop and implement common goals.						
		2a	Include Alameda Hospital systems, faith community, youth groups in task force meetings.						

Exhibit 2:

FY 2025-26 CDBG Funding

Source of Funding	Amount Allocated/Estimated	15% of Amount
FY 2025-26 CDBG Entitlement (estimated)	\$1,112,658	\$166,899
Estimated Program Income from FY 2024-25 (estimated)	\$60,000	\$9,000
Estimated Amount Available for Public Services	\$1,172,658	\$175,899



FY 2025-27 Funding Recommendations

Applicant	Service Offered	Amount
Alameda Food Bank	Emergency Food Distribution	\$24,745
Building Futures	Emergency Shelter and Domestic Violence Support	\$84,404
Eden Council for Hope and Opportunity (ECHO)	Housing Counseling	\$20,000
Eden I & R	Information and Referral Services	\$26,000*
Family Violence Law Center	Family Violence Prevention	\$25,000
Spectrum Community	Senior Meals Program	\$21,750

* \$26,000 to be paid with CDBG Administration funds



Staff Recommendations

- 1) Fund the public services at the levels proposed on the previous page.
- 2) Use CDBG administrative funds for the Eden Information & Referral \$26,000 contract.
- 3) Adjust CDBG funding recommendations on a pro rata basis once the program funds allocations have been determined.