

## Draft 2020 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
1. Encourage the formation of private social welfare organizations to meet needs not already provided for and to foster all worthy philanthropic enterprises	<ul style="list-style-type: none"> <li>Promote Census 2020 “Everybody Counts” Campaign, working with CBOs</li> </ul>	<ul style="list-style-type: none"> <li>Promote at community workshops, events, training</li> <li>Circulate “Everybody Counts” photo collage</li> </ul>
2. Foster mutual understanding, respect, equality and good will among community groups	<ul style="list-style-type: none"> <li>Implement City’s homelessness programs and HEAP grant</li> <li>Season for Non-Violence (SNV)</li> <li>Community Service Awards (CSA)</li> <li>2020 Census Subcommittees of hard-to-count populations</li> </ul>	<ul style="list-style-type: none"> <li>Expend or contractually obligate 50% of HEAP funds by 6/30/2020</li> <li>SNV speech contest March 2020</li> <li>CSA November 2020</li> <li>Update SSHRB brochure and post on City website and distribute at community functions</li> <li>Participate in Alameda Complete Count Committee and Subcommittees of hard-to-count populations</li> <li>Help develop and promote the Alameda Complete Count Committee outreach and education campaigns</li> </ul>
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"> <li>HEAP Ambassador Program</li> </ul>	<ul style="list-style-type: none"> <li>Conduct de-escalation trainings for local businesses when responding to the homeless</li> <li>Engage with local businesses about becoming partners in identifying solutions to the city’s homeless challenges</li> </ul>
4. Disseminate information concerning the programs and functions of social service and regulatory agencies and to refer	<ul style="list-style-type: none"> <li>Collaborate with ACCYF and AUSD on youth mental health awareness</li> </ul>	<ul style="list-style-type: none"> <li>Promote first aid classes</li> </ul>

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persons to the agencies which can best meet the needs of those persons		<ul style="list-style-type: none"> <li>Implement awareness campaign</li> </ul>
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"> <li>CDBG Public Service Funding</li> <li>Award recommendations to Council</li> </ul>	<ul style="list-style-type: none"> <li>Evaluate CDBG funding proposals to meet community needs</li> </ul>
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"> <li>Develop 2021 plan and present to City Council</li> </ul>	<ul style="list-style-type: none"> <li>Develop and refine plan during SSHRB's August, September, and October meetings</li> <li>Approve 2021 plan in October, 2020</li> </ul>

### SSHRB Draft 2020 Calendar Year Work Plan

	January	February	March	April	May	June
<b>SSHRB Agenda and events</b>	Issue CDBG RFP	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 funding recommendations	ASC luncheon
<b><i>Census 2020</i></b>	Census	Census	Census	Census	Census	Census
<b><i>Homeless Action Plan Workgroup</i></b>	HEAP	HEAP	HEAP	HEAP	HEAP	HEAP
<b><i>Youth Mental Health</i></b>						

	July	August	September	October	November/December
<b>SSHRB</b> <b>Agenda and events</b>	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.	Scores back from judges, CSA winners announced CDBG	CSA at Elks Lodge Ballroom November/December combined meeting date TBD
<b><i>Census 2020</i></b>	Census				
<b><i>Homeless Action Plan Workgroup</i></b>	HEAP/CARES mtgs.	HEAP/CARES mtgs.	HEAP/CARES mtgs.	HEAP/CARES mtgs.	HEAP/CARES mtgs.
<b><i>Youth Mental Health</i></b>					