



HUMAN RELATIONS COMMISSION
Thursday, January 09, 2014
Council Conference Room
Palo Alto Civic Center
250 Hamilton Avenue
7:00 PM
REGULAR MEETING

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ROLL CALL:

Commissioners Present: Bacchetti, Chen, Ezran, Morin, O’Nan, Savage, Stone
Absent: None
Staff: Minka van der Zwaag, Amy Johnson

ORAL COMMUNICATIONS:

Ms. Lynn Huidekoper spoke about the “Stop the Ban” coalition. This is a regional problem and with the closing of the Sunnyvale Armory next year, there is nowhere else for homeless people to go. There is a lawsuit pending for civil rights. There is no permanent housing and people with vouchers cannot afford the rents. Due to recent deaths because of the cold temperatures, shelters are over-filling their capacities.

APPROVAL OF MINUTES:

None

AGENDA CHANGES, REQUESTS, and DELETIONS:

None

BUSINESS

1. Continued Discussion of Staff Report in response to City Council request to consider moving Avenidas and Palo Alto Community Child Care (PACCC) out of Human Services Resource Allocation Process (HSRAP).

Chair O’Nan summarized the discussion at last month’s meeting. Vice Chair Bacchetti explained that he would like to satisfy PACCC and Avenidas concerns that their allocations would not be cut to give to other grantees, but to also protect the integrity of the HSRAP program and be able to seek future increases, and be able to keep the HRC involved in Human Services funding

43 recommendations. He said he was originally in favor of the idea, but he wanted to propose a new
44 motion for consideration.

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46 **Vice Chair Bacchetti made a motion that the HRC propose to the Policy and Services**
47 **Committee that Avenidas and PACCC remain in the HSRAP group of human service**
48 **providers with these differences from other HSRAP grantees: Avenidas and PACCC will be**
49 **immune from reallocation of their HSRAP funding to other HSRAP Grantees. When City**
50 **Council through annual cost of living allocations to increase HSRAP funding, Avenidas and**
51 **PACCC will be assured a proportional share of those cost of living increases. When an**
52 **incremental allocation above cost of living is decided, the HRC will recommend distribution**
53 **according to its assessment of human service needs, the incremental allocations will be**
54 **accordingly recommended on a basis among all HSRAP applicants so that would include**
55 **Avenidas and PACCC, should they seek to make a case for getting part of this incremental**
56 **allocation. In the case of budget reductions set by the City Council and staff, Avenidas and**
57 **PACCC will bear their share, but no more, in the HRC’s recommendations. Seconded by**
58 **Commissioner Ezran.**

59
60 Discussion of Motion:

61 Commissioner Ezran said he supported the motion because it was a good compromise. He believed
62 they should not be treated differently than other agencies. Chair O’Nan commented that she
63 preferred the new motion and wanted to review it in writing before it’s voted on.

64
65 The commissioners discussed briefly the desire to keep HSRAP funding robust and the concerns if
66 PACCC and Avenidas were removed from HSRAP.

67
68 Chair O’Nan explained she viewed the main problem being that HSRAP is chronically under-funded
69 and needs to be more sustainable.

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71 Commissioner Morin said that Avenidas and PACCC do have a special role since they receive more
72 funding, and that she supported Vice Chair Bacchetti’s motion which distinguishes them from the
73 other recipients.

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75 The commissioners discussed tabling the motion, so it could be revised and discussed again at the
76 February 13th HRC meeting.

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78 **Commissioner Ezran made a motion to table the motion. Seconded by Commissioner Stone.**
79 **Discussion: Chair O’Nan asked that anyone who may want to make a motion submit one to**
80 **staff to be in the packet for the February 13th meeting. AYES: Unanimous.**

81
82 **2. Housing Learning Series (Part 9) Panel Discussion with local human services Case Managers**

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84 Staff introduced representatives from local homeless service providers:

85 Downtown Streets Team – Julia Lang, Case Manager

86 InnVision Shelter Network – Michael Hollingshead, Senior Case Manager

87 Momentum for Mental Health – Heiri Schuppisser, Outreach Case Manager

88
89 They each discussed their programs and the barriers they have to try to overcome when serving the
90 homeless population:

91 Knowing what caused the individuals to be homeless so that they do not fail again.

- 92 Low income and high rents, SSI doesn't meet the need
- 93 Lack of available low income housing
- 94 Mental Health problems
- 95 Clients Self Sabotage
- 96 Bad Credit, even with a job they can't get housing

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98 Commissioners Questions/Comments:

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100 They discussed the relationship between police officers and the homeless. The Palo Alto Police
101 Officers are connected with the homeless and the case managers, and they have all been trained in
102 how to work with them.

103
104 They discussed the work of case managers and training that is required.

105
106 They discussed what the HRC can do to help:

- 107 Create more low income housing. Flex funding to help clients with one time funding needs which
- 108 cause them to lose their housing
- 109 Providing letters of support to help individuals obtain housing
- 110 Speak to the Public Defender about statistics with regards to the cost of criminalization.
- 111 Illegal lodging laws should be abolished. There is nowhere that homeless can live. The Police
- 112 Dept. should help steer homeless to services and, except where unavoidable, not criminalize people
- 113 whose offenses relate to trying to survive.

114
115 Chair O'Nan said she heard a resident comment once that Palo Alto is a magnet for homeless. She
116 asked for a response to this comment. Palo Alto has good services which might draw some people
117 here, but the number of homeless in PA has decreased to 158 in the last census. The statement she
118 heard is not supported by evidence.

119
120 Chair O'Nan asked if there are special needs for senior homeless people:

121 They tend to have more chronic health issues, and they are more vulnerable. Also, the region is
122 starting to see an increase in seniors who are recently homeless showing up for meal programs or are
123 now living in their cars.

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126 **3. HRC Subcommittee Work plan Review:**

127 Commissioners took turns presenting their work plans in a PowerPoint presentation format (Exhibit
128 A). They briefly discussed the tasks and goals.

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131 **4. REPORTS FROM OFFICIALS:**

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133 **A. Commissioner Reports:**

134 Commissioner Chen has been giving talks to explain the Affordable Healthcare Act at Chinese
135 Communities: 2 in churches, one in Chinese School. She will give one more on March 5th at the
136 Senior Friendship Day event, by Palo Alto Adult Education, at Cubberley. Also, she attended the
137 HACSC Meeting which discussed a "Moving to Work" program using redevelopment money.

138
139 Commissioner Morin reported on her site visits to Avenidas and Community Technology Alliance.
140 Vice Chair Bacchetti reported that he and Commissioner Stone attended the Palo Alto Homeless

141 Services Task Force meeting.

142

143 **B. Council Buddy Reports:**

144 None

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146 **C. Council Liaison Report:**

147 None

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149 **D. Staff Liaison Report:**

150 Ms. van der Zwaag reported on the following:

- 151 • April 24 and 25, Northern California will be hosting the state-wide HRC Conference in San
- 152 Francisco this year, she encouraged the HRC members to attend.
- 153 • The State of the City is scheduled on Feb. 11th.
- 154 • Announced a community event at Cubberley Community Center on Wednesday night
- 155 regarding Suicide Prevention, Mental Health, Stigma and Advocacy

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157 **ANNOUNCEMENTS**

158 None

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160 **CALL FOR AGENDA ITEMS**

- 161 • Continue discussion about PACCC/Avenidas
- 162 • Council Buddy Assignments
- 163 • Micro-Enterprise Update by CPA Planning Dept.
- 164 • PAMP Annual Update
- 165 • Continued Housing Learning Series: Speaker: Tim Wong, Sr. Planner for City of Palo Alto
- 166 • Invite Michael Gennaco, City of Palo Alto Police Auditor for an update

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168 **ADJOURNMENT**

169 The meeting adjourned at 10:00 pm.

HUMAN RELATIONS COMMISSION

2013-2014 PRIORITIES WORKSHEET

PRIORITY: HSRAP Funding/Human Services Needs Assessment

SUBCOMMITTEE MEMBERS: Jill O’Nan, Claude Ezran and Greer Stone

| PROJECTS | TASKS | TIMELINE | MILESTONES | COMMENTS |
|--|--|--------------------|--|--|
| Conduct a supplemental needs assessment of HSRAP agencies and some other local nonprofits to identify new and emerging human service needs. | 1. Develop email survey questions. | January 2014 | First draft completed | Questions are attached for HRC review. |
| | 2. Identify which non-HSRAP agencies will be included in the survey | January 2014 | | Possible non-HSRAP agencies include: Second Harvest Food Bank, Ecumenical Hunger Project, Project WeHope |
| | 3. Email survey to HSRAP agencies and additional nonprofits | January 2014 | Responses will be due in February 2014 | |
| | 4. Review email responses and follow up with each agency by phone or in person. | March – April 2014 | | Each subcommittee member will conduct approximately 6 follow-up interviews. |
| | 5. Compile written and oral responses to identify the most pressing needs/emerging trends. | May 2014 | | We will likely need to focus on the top 3–5 new or emerging needs. |

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| | 6. Develop a report or presentation summarizing the supplemental needs assessment findings. | June 2014 | | Findings will be presented to the HRC mid-year. |
| Develop a compelling business case for additional and sustainable HSRAP funding, based on the supplemental needs assessment findings. | | | | |
| | 1. Quantify the cost of meeting or not meeting the most pressing needs/emerging trends. | July 2014 | | This will require assistance from the HSRAP agencies and city staff. |
| | 2. Research how communities comparable to Palo Alto fund human services. | Ongoing | City staff has already provided some background information; | Ezran and Stone are doing more extensive research. |
| | 3. Identify possible sources of sustainable revenue for HSRAP. | Ongoing | | Possibilities include TOT tax, Stanford money, % of city budget. |
| | 4. Create a business case that summarizes key findings from the supplemental needs assessment, the history of HSRAP funding (and de-funding) and recommended long-term HSRAP increases. | August – September 2014 | Draft will be reviewed at annual HRC retreat. | |
| | 5. Present the business case to the Finance Committee and City Manager’s office | September or October 2014 | | Ideally this will be done before the next HSRAP funding cycle begins. |

Supplemental Human Needs Assessment Questionnaire

Introduction

In 2011, the Palo Alto Human Relations Commission (HRC) conducted a citywide human needs assessment (HNA) at the request of the City Council. Our assessment uncovered a number of unmet and emerging needs, which were documented in the HNA report submitted to Council in June 2012.

This year, the HRC is conducting a supplemental HNA, with a focus on the role HSRAP funding plays in meeting new and emerging human needs. We greatly value the input of all our HSRAP grantees and appreciate your taking the time to respond to the survey questions below. **Please submit your completed survey to [staff/subcommittee email] by [date].** A member of the HRC will then meet with you by phone or in person to follow up on your written responses.

Thank you for helping us serve the Palo Alto community through HSRAP!

Questions

1. What part does HSRAP play in your fundraising efforts? (For example, is HSRAP a major source of funding, does it make you eligible for other types of government grants, does it encourage private donations, etc.?)
2. Between 2003 and 2013, HSRAP stopped receiving consumer price index (CPI) increases and funding either stayed the same or decreased. How did your agency handle this? (For example, did you find alternative funding, reduce the number of services provided, eliminate staff positions, work with fewer clients, etc.?)
3. Are there new and emerging needs that your agency needs additional funding to address? (For example, a food bank that previously served mainly homeless adults is now also serving a growing number of working families with children.) If yes, please identify the most urgent ones (up to three).

4. If HSRAP were to start receiving regular increases in the future, would your agency be able to use that additional funding to address any of the new and emerging needs identified above? If so, how? (For example, the food bank mentioned earlier could open a second location to better serve needy families.)

HUMAN RELATIONS COMMISSION

2013-2014 PRIORITIES WORKSHEET

PRIORITY _: Explore ways for the HRC to **advocate for additional affordable housing** in Palo Alto for

low-income, very low income and extremely low income residents.

| PROJECTS | TASKS | TIMELINE | MILESTONES | COMMENTS |
|---|--|--|---|--|
| Affordable Housing (Bacchetti, Chen) | 1. Preliminary meeting to decide the approaches and responsibilities | 11/4/13 Met to discuss the scope of our work and our charge at HRC | Reached mutual consent on general work scope. Divided tasks. Set next meeting time | Tasks division: <u>Bacchetti</u> : Finding out city's jurisdictions, non-profit involvement, history, relevance to homelessness, and information summarized from HRC sponsored presentations. <u>Chen</u> : Study and report on city's Housing Element (HE), 2007-2014 |
| | 2. Visiting Palo alto Housing Corporation (PAHC) | 11/20/13 Met with PAHC officers to Understand their scope of work | Met Candice Gonzales & Jessica de Wit, discussed their work and heard their answers to related questions. | We learned: Lack of affordable housing prevails in the city. Needs to change residents' mindset based on the defeat of Measure D. Public campaign is essential to enhance residents' awareness of this subject |
| | 3. Second meeting on what and how HRC can do after learning the facts and getting the whole picture of affordable housing situation. | 12/16/13 Met to learn facts gathered from City's Housing Element (HE) Report. Discuss ways of HRC approaches. | Determined on general directions for reaching the goals. | We agreed: Public campaign is essential to enhance residents' awareness on this issue. Synergy with other city and county agencies and non-profit organizations are crucial to achieve |

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| | | | | our goals. |
| | 4. Third meeting of follow-up plans | 12/27/13 Met to discuss potential issues after obtaining January 9 th HRC meeting feedbacks. | Decided on making a summary from the information from HE on ways to finance affordable housing (AH) and low income housing (LIH). Summit this draft worksheet to HRC. | We agreed: Gather more information on current PA city's AH and LIH from city officials. Work collaboratively with PTC on enhancing citizen awareness of situation and consequences. Obtain feedback and support form HRC. |
| | 5. Present draft plan to HRC; incorporate feedback. | 01/09/14 Present and discuss at this meeting | Revise plan as needed. | Elements of draft plan appear below. Timelines and Milestones are tentative. |
| | 6. From a list of information & questions we have, work with Tim Wong to understand PA history and current plans re: AH and LIH | Jan. – Feb. 2014 | Assess needs for AH & LIH and the speeds at which it is being met. | This is a critically important step to assure we are in sync. with other PA city, county and non-profit efforts. Will help build the base for further inquiries. |
| | 7. Meet with PTC to determine opportunity for collaborative work. | Jan. – Feb. 2014 | Assess how our efforts might be complementary. | This is also critically important for the same reasons on coordinating efforts. |
| | 8. Connect with the ongoing work on the Housing Element (HE) of the Comp. Plan. | In progress now | Finding who are the major players and make efforts to join groups working on the HE. Obtain consensus from HRC members on any HRC-advocated positions. | Building policy leverage on AH & LIH into planning and composition of future documents such as the new version of HE which will be needed soon. |

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| | 9. Research what other comparable communities, such as Mountain View & San Mateo are doing regarding AH& LIH. | March - April 2014 | Compile comparative inventory of initiatives. | Discover and describe best practices. |
| | 10. Compile statistical report on supply vs. need for LIH in PA and Santa Clara County (SCC). | Feb. – April 2014 | Make report public along with a demographic portrait of Palo Alto. | Also relate to homelessness, since the connection between lack of affordable LIH and ending homelessness is significant. |
| | 11. Summarize work in SCC by public and nonprofit agencies re: LIH and homelessness. | Mar. - May. 2014 | Work with HRCs of other cities; make report that brings into the foreground all work on this topic in SCC. | Here, too, connection between LIH and ending homelessness is significant. Broaden and coordinate with county and other cities' efforts. |
| | 12. Describe how LIH gets conceived, funded, planned, and built. | Spring 2014 | Primer on process leading to LIH. | Very little public understanding of this. |
| | 13. Describe rental housing elements, section 8 vouchers, etc., in relation to the market (availability and affordability). | Spring 2014 | Combine objective information (e.g., number of units) with dynamics of market. | Need to increase public understanding of how the rental market works in relation to very low and low income individuals and families. This, we hope, will work to make better use of the existing housing stock for low income individuals and families. |
| | 14. Raise public awareness. | Summer - Fall. 2014 | Using what we have learned so far, develop plan to increase public awareness. | Public knowledge is the key to building public support. Coordinate with PA city's effort on communicate and distribution of information on housing needs. |

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| | 15. Based on work so far, HRC to develop policy recommendations to City Council. | Summer - Fall. 2014 | Work up to now should reveal gaps in policy regarding LIH. | Public awareness needs to lead to policies that address challenges, especially in an election year. |
| | 16. Create synergy with other SCC efforts. | Spring - Fall. 2014 | As we find out what others are doing, see how we can collaborate. | While our focus is on Palo Alto, this is not just a PA challenge. |

Theresa Chen
Ray Bacchetti
January 2, 2014

HUMAN RELATIONS COMMISSION

2013-2014 PRIORITY WORKSHEET

PRIORITY ___ Rewrite HRC Brochure _____

| PROJECTS | TASKS | TIMELINE | MILESTONES | COMMENTS |
|----------|---|-----------------------------------|--|----------|
| | <p>Incorporate specific roles and responsibilities of the HRC.</p> <p>Emphasize the need to publicize that the HRC is available if a citizen encounters a problem.</p> <p>Talk to Council buddies and staff liaison about what Council and relevant management departments expect the HRC to do when an individual comes to us with a problem</p> | <p>Initial Draft by March 1st</p> | <p>The task of preparing such a brochure will give us and others an opportunity to examine expectations in the light of our official charge and our goal of raising the HRC's profile with the Council, staff, and in the community.</p> <p>Report back after a conversation with Council buddies and staff.</p> | |
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HUMAN RELATIONS COMMISSION

2013-2014 PRIORITIES WORKSHEET

PRIORITY __Liaison with other Human Relations Commissions—City and Council_____

| PROJECTS | TASKS | TIMELINE | MILESTONES | COMMENTS |
|---|--|------------------------------|---|---|
| <p>Obtain information regarding other Human Relations Commissions in Greater Santa Clara County and plan how to liaison with them</p> | <ol style="list-style-type: none"> 1. Call member(s) of Santa Clara County and other City Human Relations Commission(s). 2. Review what different projects they have, i.e. specific areas (substance) or processes they have for completing tasks (and, for example, working to liaison with other commissions). | <p>By February 28, 2014.</p> | <p>Contacted and spoke to by telephone (December 2013):</p> <p>(1) Chair of the SCCGOV-HRC, Miryam Castaneda.</p> <p>(2) Delorme McKee-Stovall, Manager Office of Human Relations</p> <p>(3) Contacted by email: Samina Sundas of American Muslim Voice Foundation.</p> | <p>All the contacts I reached out to said they wanted to delay meeting until after the holiday season (it was early to mid-December, 2013 when I reached out). Hence, I plan to renew my contact with them in the next week and set up meetings with them or go to a County Human Relations Commission meeting in the next month.</p> |
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