CITY OF
SANTA FE SPRINGS

# FAMILY AND HUMAN SERVICES ADVISORY COMMITTEE
## GUS VELASCO NEIGHBORHOOD CENTER
## Meeting of Wednesday, January 15, 2014

## MINUTES

1. CALL TO ORDER – Chairperson Janie Aguirre called the meeting to order at 5:30 p.m.

2. PLEDGE OF ALLEGIANCE – Manuel Zevallos

3. INVOCATION – Ted Radoumis

4. ROLL CALL

*Members Present*: Gilbert Aguirre, Janie Aguirre, David Diaz-Infante, Gloria Duran, Lydia Gonzales, Arcelia Miranda, Angelica Miranda, Ted Radoumis, Annette Rodriguez, Dolores Romero, and Manuel Zevallos

*Members Absent*: Margaret Bustos (Excused), Mercedes Diaz (Excused), Alicia Mora (Excused), and Martha Villanueva

*Council Liaison:* Mayor Pro-Tem Laurie Rios

*Staff:* Maricela Balderas, Director of the Department of Community Services
Ed Ramirez, Executive Secretary
Judy Manalisay, Children's Services Administrator
Maritza Sosa-Nieves, Management Assistant
Manuel Cantu, Community Services Program Coordinator
Teresa Clift, Administrative Clerk

Agency Representatives: Evelyn Castro, The Whole Child

*Guests:* Dr. Linda Vallejo

5. APPROVAL OF MINUTES
A motion was made by Gilbert Aguirre and seconded by Lydia Gonzales to approve the Minutes of November 20, 2013. The motion was carried unanimously.

6. COUNCIL LIAISON REPORT

Mayor Pro-Tem Laurie Rios reported on the status of the I-5 Freeway south corridor construction project. Also, the athletic fields are closed for routine maintenance. In

addition, two spas were removed from the Aquatic Center as a cost savings measure. Furthermore, Councilmember Richard Moore and City Manager Thaddeus McCormack recently went to Sacramento and spoke to state legislatures for the need of implementing a program to replace the Redevelopment Agency program. Lastly, Mr. Moore and Mr. McCormack met with Assemblyman Calderon to ask for his intervention regarding issues related to Phibro Tech Inc. and the issuance of a permit to operate without a cleanup regulation clause by the State Department of Toxins Substance Control (SDTSC).

Mayor Pro-Tem Laurie Rios reported on the following events and programs:

- Over 300 volunteers assisted at the Thanksgiving and Neighborly Elf programs. This year, the Gus Velasco Neighborhood Center serviced 126 families at the Thankful Basket Program and 214 families were serviced at the Neighborly Elf Program.

- VITA Program starts on February 4 through April 15, weekly every Tuesday, Thursday and Saturday. Residents may register beginning week of January 13 and non-residents beginning January 21 by contacting the Gus Velasco Neighborhood Center.

- Christmas Home Decorating Contest was completed and seventeen families will be acknowledged at the next City Council meeting.

- Santa Float serviced over 4,000 people.

- Diabetes 101 workshop sponsored by Presbyterian Intermediate Hospital (PIH) will be held on January 25 at the Library 1:00 p.m. – 2:00 p.m.

- Valentine Crafts at the Library will be held on February 13 from 3:30 p.m. – 4:30 p.m.

7. EXECUTIVE SECRETARY REPORT

   a. ***Introduction of New Member*** - Ed Ramirez introduced David Diaz-Infante, who was appointed by the City Council on November 26 to the Family and Human Services Advisory Committee.

   b. ***Member Roster Update*** – A copy of the member roster was distributed to members for their review. Members were asked to submit changes to the attention of Teresa Clift who will compile the information accordingly and distribute a revised copy at the next meeting.

   c. ***Pio Pico Room Floor Replacement Update*** – The flooring will be replaced under the subcontractor's warranty and work is estimated to be completed by January 31, 2014.

d. ***Installation of Defibrillators Update*** – The installation at the facilities has been delayed. Training will be held on January 28. In addition, three staff members from each facility will be trained to monitor equipment.

e. ***Code of Conduct Policy Update*** – The final draft will be presented to the members of the Supercommittee for their review and their recommendation to the City Council for their approval. Once approved by the City Council, a copy of the policy will be distributed to all city-wide committees.

f. ***Family and Human Services Fund Financial Report*** – Ed Ramirez gave an overview report for the period of Fiscal Year 2013/2014 ending December 31, 2013. Total Balance $76,408.52.

8. OLD BUSINESS

a. ***Volunteer Income Tax Assistance Program (VITA)*** – Registration for tax preparation assistance will begin for residents this week, January 13, and non-residents starting the week of January 21. Tax Preparation will begin February 4 through April 17 every Tuesday, Thursday, and Saturday To qualify, patrons must meet an income requirement not to exceed $49,999. Seven volunteers have been trained and processed to assist with the program.

b. ***Parent Project Update*** – Staff case workers and interns made a presentation to the Department of Children and Family Services offering our services to their clients in an effort to establish a collaborative partnership. The Gus Velasco Neighborhood Center is also a recommended site by the court system for the Parent Project. In addition, The Whole Child also provides these services; however, are currently seeking a trainer.

9. NEW BUSINESS

a. Family and Human Services:

i. ***Affordable Health Act*** – The Gus Velasco Neighborhood Center has been approved as a registration site. Staff has been trained and is now assisting clients.

ii. ***T.E.E.N.S. Program & Youth Leadership Program*** – The following T.E.E.N.S. workshops are planned in the month of February and March:

- February 12, 2014 at 6:00 p.m. – *Applying for Future,* a job interview, resume, and application workshop.

- March 26, 2014 at 6:00 p.m. - *Achieving Athletic Success*, a health and wellness based workshop.

The Youth Leadership Committee is the youth council that reports any teen community issues, ideas, or recommendations to the City Council. A retreat workshop will be held at Green Valley Lodge. The Community Services Department is in the process of incorporating the Youth Leadership Committee and the T.E.E.N.S. programs and forming a sub-committee whose task will be to make presentations to the City Council and city advisory committees. Manuel will keep members apprised.

iii. ***Free Notary Service*** – James Velasco is donating his time by offering free notary service to the community every second Monday of the month from 6:00 p.m. – 8:00 p.m. Appointments may be arranged by contacting the Gus Velasco Neighborhood Center office staff.

iv. ***2014 Fiestas Patrias Theme*** – In commemoration of Santa Fe Springs and Navojoa, Mexico, Sister City 50th anniversary, the 2014 Fiestas Patrias will feature Navojoa as its celebratory theme. An invitation will be sent to dignitaries and the Mexican consulate will be invited for their participation.

v. ***Thanksgiving and Neighborly Elf Christmas Basket Program*** - Ed Ramirez gave an overview of the program and showed a video showcasing the event. Over 100 employees from the VANS Shoe Distribution Center, located in Santa Fe Springs, volunteered their services. In addition, VANS donated can foods, shoes, clothing and accessories. All volunteers will be recognized by the City Council at their meeting of January 30, 2014.

*b. Child Care and Development Section:*

i. ***Child Care Update*** - Judi Manalisay informed members on the Child Care program. This past year, 80 children participated at the Christmas Tree Lighting program at Town Center Hall and recreated the event at a later date for their parents. Each class held a book exchange and the pre-school children have had an opportunity to visit the Willie Gordon Learning Center each Wednesday with Librarian Shannon Dailey to enrich their library experience. Program goals include parent workshops, staff training, and begin rating classroom environment. Also, there are plans to reconvene a parent advisory committee in an effort to inform parents. Furthermore, programs have been reorganized into pre-school and school-age programs. Terry Camacho is overseeing the preschool program at the Los Nietos Child Care Center and Gus Velasco Neighborhood Center sites and Sylvia Arias is overseeing the school-age programs at Lakeview and Los Nietos sites. Christina Lopez continues to oversee the curriculum and will be located at the Los Nietos preschool site. Lastly, the governor released his proposed budget of which $6.3 million in unanticipated revenue from the state budget will not be impacting early child care education. Senate Bill 837 proposes transitional kindergarten for 4 year olds. Judy will keep members apprised.

10. ANNOUNCEMENTS
    - Orange County Food Distribution February 19, 2014
    - Healthy Tip Handout – Healthy Diet Goals
    - Senate Anti-Fraud Hotline

11. ORAL COMMUNICATIONS
    None.

12. FUTURE AGENDA ITEMS
    - Presentation Youth Intervention
    - Presentation Performing Arts
    - Presentation by Police Services - Emergency Preparedness

13. NEXT MEETING
    The next meeting of the Family and Human Services Advisory Committee will be held on Tuesday, February 19, 2014 at the Gus Velasco Neighborhood Center at 5:30 p.m.

14. ADJOURNMENT
    There being no further business to discuss, Chairperson Janie Aguirre adjourned the meeting at 7:09 p.m.

Prepared By: Teresa Clift,
Administrative Clerk, II

Ed Ramirez,
Executive Secretary