



FAMILY AND HUMAN SERVICES ADVISORY COMMITTEE
Gus Velasco Neighborhood Center
Meeting Room No. 1
Meeting of Wednesday, May 21, 2014

MINUTES

1. CALL TO ORDER

Vice-Chairperson Lydia Gonzales called the meeting to order at 5:35 p.m.

2. PLEDGE OF ALLEGIANCE – Ted Radoumis

3. INVOCATION – Hilda Zamora

4. ROLL CALL

Members Present: Margaret Bustos, David Diaz-Infante, Gloria Duran, Lydia Gonzales, Ted Radoumis, Annette Rodriguez, Dolores Romero, Dr. Linda Vallejo, Hilda Zamora, and Manuel Zevallos

Members Absent: Gilbert Aguirre, Janie Aguirre, Debbie Belmontes, Arcelia Miranda (Excused), Alicia Mora (Excused), and Martha Villanueva

Council Liaison: Mayor Pro-Tem Laurie Rios (Excused)
Councilmember Richard Moore

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 (Excused)
Manuel Cantu, Community Services Program Coordinator (Excused)
Teresa Cliff, Administrative Clerk

Agency Representatives: Ryan Craig, The Whole Child

Guest: Ed Duran

5. APPROVAL OF MINUTES

A motion was made by Manuel Zevallos and seconded by Ted Radoumis to approve the Minutes of April 16, 2014. The motion was carried unanimously.

6. COUNCIL LIAISON REPORT

Councilmember Moore reported on the following issues:

Councilmember Moore and Mayor Pro Tem Rios attended the art dedication of *Whispering Shadows* at El Greco on May 13. This commemorates the City's 100th Art In Public Places art work. In addition, the Heritage Arts Advisory Committee has developed an Art In Public Places map directory identifying the location of each art piece. Mr. Moore and Ms. Rios also attended the Los Angeles Board of Supervisor's Older American recognition of Doris Yarwood on May 8, 2014. Also, members were reminded of the 2nd Annual SFS Art Fest, which will be held on Thursday, May 29 at the Clarke Estate from 5:00 p.m. – 9:00 p.m. Furthermore, the City and the City Council are currently involved in labor negotiations with the various bargaining entities as well as, involved with the budget preparation and plans are being made to make a budget presentation to all City-wide committees. Lastly, at the next City Council meeting, a proposal for a new auditing firm contract will be presented for Council consideration and approval.

7. EXECUTIVE SECRETARY REPORT

- a. **Introduction of New Members** - Ed Ramirez introduced Dr. Linda Vallejo.
- b. **Committee Reappointment Applications FY 2014-2015** - The following members appointments will be expiring effective June 30, 2014: Gloria Duran, Lydia Gonzales, Dolores Romero, Annette Rodriguez, Astrid Shesterkin, Dr. Linda Vallejo. Reappointment applications were issued to members who were present to indicate whether or not they wished to be reappointed. Members absent will be contacted.
- c. **Chair & Vice-Chair Nominations FY 2014-2015** – A motion was made by Gloria Duran and seconded by Manuel Zevallos to proceed with the nomination of Chairperson and Vice-Chairperson for Fiscal Year 2014-2015. The motion was carried unanimously. The following are the nomination results:

Chairperson – Janie Aguirre (pending notification), Gloria Duran (declined), Lydia Gonzales (declined), Ted Radoumis (accepted), Manuel Zevallos (accepted)

Vice-Chairperson - Gilbert Aguirre (pending notification), David Diaz-Infante (accepted), Lydia Gonzales (accepted), Ted Radoumis (accepted), Hilda Zamora (declined), Manuel Zevallos (accepted)
- d. **Family and Human Services Advisory Committee Bylaws** – A copy of the by-laws was distributed to members for their review. This item will be placed on the next agenda for further discussion.
- e. **Code of Conduct Policy** – The City Council approved the policy on May 8, 2014. A copy was distributed to members for their review. Management Assistant Wayne Bergeron will be making presentation to all City-wide committees.
- f. **Bank of the West Sponsorship** – The Family and Human Services Division has received \$1,500, which will fund various FHS Division programs including, the backpack school program.

- g. **Family Human Services Fund Financial Report** – Ed Ramirez gave an overview of the financial report fiscal year 2013-2014 for the period ending March 2014. Balance: \$84,514

8. OLD BUSINESS

Ed Ramirez reported on the following:

- a. **Volunteer Income Tax Assistance (VITA) Program** – This year the City processed approximately over 400 income tax returns of which over \$500,000 were paid to the community. Under the leadership of Nick Jackson, five volunteers helped prepare and process the income tax returns and another five teen volunteers assisted with the check-in process. The City Council recognized all volunteers at their meeting of May 8, 2014 and the FHS division acknowledged the volunteers by providing them with a dinner.
- b. **Social Media Policy Update** – The policy was approved by City Council. Staff will be meeting to discuss the implementation of the social media. There are three pages that will be opened of which the Library already is operating; the other two are the TEENS program and the Community Services Department. Ed will keep members apprised. Discussion ensued and recommendation was made to introduce teens and parents to Facebook at a future Teen/Parent meeting, and to make outreach efforts to the community.
- c. **Health & Wellness Fair Update** – The fair was made possible in collaboration with the Los Nietos School District and with PIH. Forty Agencies were represented and offered the community various information and health screenings, demonstrations; and activities were also offered to youths. As part of the Health and Wellness initiative, the city is planning to budget for a future event to include other school districts.

9. NEW BUSINESS

Ed Ramirez reported on the following:

a. **Family and Human Services Section**

- 1) Covered California Update – The Gus Velasco Neighborhood Center assisted in processing 111 new applications to obtain insurance. The case workers are still assisting with those individuals who need further assistance with life events such as birth of a child, marriage, and loss of employment. In addition, the Center is also helping employers that sponsor health coverage. Families that qualify for Medi-Cal may also be assisted by the caseworkers. The next enrollment period is October. A total of \$328 will be reimbursed to the Center.
- 2) TEENS Program / Youth Leadership – Manuel Cantu reported on credit workshop held on April 23 and May 14. As part of this workshop, intern Angel Rodriguez spoke to the teens on the subject of *Stress Management*. On May 28, representatives from Cerritos College will be making a presentation on career paths and give supplemental information to students.

- 3) Healthy Cooking Demonstration Event – This event was made possible through a grant funded program through PIH and the Los Nietos School District Healthy Project. Families participated in various activities and enjoyed a healthy meal. The city's future plans include this program in the budget to host such an event twice a year and offer it to the entire community as part of its health initiative program.

A recommendation was made to send email blasts to all city-wide committee members of upcoming events.

- 4) Special Olympics Town Hall Meeting – An informational meeting will be held at the GVNC on Wednesday, May 28, at 7:00 p.m. This meeting is to help determine the need within the community to develop programs to benefit the lives of special needs individuals. Staff has contacted the schools and City Council in the efforts to support a Special Olympics program. A recommendation was made to contact CAPC and WAPDAH. Ed will keep members apprised.
- 5) SASSFA Youth Employment Program – Ed Ramirez is working with SASSFA to provide work opportunities for youths during the summer. Ed will keep members apprised.

b) ***Child Care and Development Section***

Judi Malinasay reported on the following:

- 1) Week of the Young Child was held in April and over 300 people attended Family Night at Los Nietos. Activities included a bike parade and family activities with theme, *Healthy Living It's a Family Thing*.
- 2) Art Education Grant – Through the Heritage Arts Advisory Committee Art In Public Places Program, the Child Care was granted funds for its *Art in the City Program*. Children toured City Art In Public Places art works throughout our city and had the opportunity to write and draw in their own journals. The staff is working with artist to assist children in making mosaic pots with nature theme. Staff is in discussion with Maricela on where the pots should be placed for public display.
- 3) Mother's Day/Father's Day – The children celebrated Muffins with Mom for Mother's Day. Theme for Father's Day is Doodles with Dad in which the children will offer coffee mugs to their dads in early June.
- 4) Graduation Ceremony – GVNC Pre-school on June 13/Los Nietos Pre-School on June 19.
- 5) Teacher Appreciation Luncheon - Thursday, May 22 at 12:30 p.m. at GVNC.
- 6) Pre-school Age Enrollment - July 1. Enrollment of preschool children for low income families is now in effect.

10. ANNOUNCEMENTS

- Orange County Food Distribution June 18, 2014
- SFS Art Fest – May 29, 2014 at 5:00 p.m. – 9:00 p.m.
- Healthy Tip Handout – Ten Summer Health Tips for Senior to Beat the Heat

11. ORAL COMMUNICATIONS

- The Whole Child has received a grant. Also, The Whole Child participated in the Health and Wellness Fair on May 10. The agency has outreached to the Little Lake and Los Nietos School District and has been receiving referrals. An official ribbon cutting is planned for the month of July.
- Promotoras de Salud - Mental Health Program. This program is no longer offered at the Center; however, case managers can assess situation and may make referrals to Los Angeles County agencies.

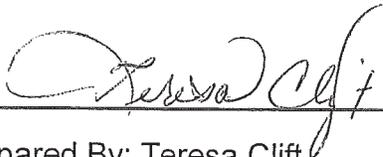
12. FUTURE AGENDA ITEMS

- City Budget Presentation
- Officer Elections
- Family and Human Services Advisory Committee By-Laws
- The Whole Child Ribbon Cutting

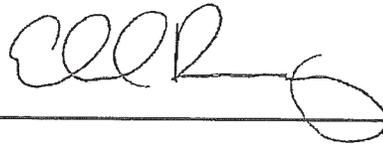
13. ADJOURNMENT

There being no further business to discuss, Vice-Chair Lydia Gonzales adjourned the meeting at 7:17 p.m.

The next meeting of the Family and Human Services Advisory Committee will be held on Wednesday, June 18, 2014 at the Gus Velasco Neighborhood Center at 5:30 p.m.



Prepared By: Teresa Clift,
Administrative Clerk, II



Ed Ramirez,
Executive Secretary