



## FAMILY AND HUMAN SERVICES ADVISORY COMMITTEE

Gus Velasco Neighborhood Center  
Meeting Room No. 1  
Meeting of Wednesday, October 15, 2014

### MINUTES

1. CALL TO ORDER

Vice-Chairperson Lydia Gonzales called the meeting to order at 5:32 p.m.

2. ROLL CALL

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

*Members Absent:* Debbie Belmontes, Alicia Mora (Member Emeritus), Ted Radoumis, (Excused), and Martha Villanueva

*Council Liaison:* Mayor Pro-Tem Laurie Rios

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

*Agency Representatives:* Evelyn Castro-Guillen, The Whole Child

*Guest:* Wayne Bergeron, Management Assistant

3. APPROVAL OF MINUTES

A motion was made by Manuel Zevallos and seconded by Dr. Linda Vallejo to approve the Minutes of June 18, 2014. The motion was carried unanimously.

4. COUNCIL LIAISON REPORT

Mayor Pro Tem Laurie Rios reported that the Refinery has received a court order to present a plan for the removal of the tanks for approval. Also, the City has hired a trapper to address coyote issue within the community. In addition, the City has hired nine Police Services Officers whose assignment will focus on bike patrol within the residential areas. Furthermore, Soaring Dreams fountain is in the process of being restored and is anticipated to be ready by the City's Christmas lighting program. Unemployment is at 7% and there is a decrease of 1% in local crime. A reminder to support the food trucks at Little Lake Park. The City has partnered with the Abigail

Barraza, a non-profit organization, to commemorate breast cancer awareness. Lastly, members were informed that Alicia Mora is in hospice and recuperating.

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

October 22 - GVNC TEENS Performing Arts Program  
October 23 - Pumpkin Carving at the Parks  
October 25 - Sugar Skull Workshop at Heritage Park  
October 28 – 31 Haunted House at Activity Center  
October 29 - Red Ribbon Parade Lake Center begins  
October 31 - Costume Parade at Los Nietos Park

Nov. 1-2 - Pow Wow at Heritage Park  
November 14 -Women's Club Christmas Boutique/Luncheon  
November 19 - 49<sup>th</sup> Citizen of the Year Reception at Town Center Hall

5. EXECUTIVE SECRETARY REPORT

Ed Ramirez Reported on the following:

- a. **Advisory Code of Conduct Policy Presentation** - Wayne Bergeron, Assistant to the City Manager, gave an overview of the Policy, which was approved and adopted by the City Council on May 8, 2014 and went into effect on July 1, 2014. Copies were distributed to members as well as a copy of Robert Rules of Order guidelines. Members signed an acknowledgement of receipt. Questions regarding the Policy may be directed to Wayne who is located at the City Manager's Office.
- b. **FHS Advisory Committee By-Law Review** - A copy of the Committee By Laws will be sent to members for their review and discussion at the November meeting.

6. UNFINISHED BUSINESS

Ed Ramirez reported on the following:

- a. **SASSFA Youth Employment Program** – In collaboration with SASSFA, young adults participated in a work experience program during the summer with the City. Participants worked in the three divisions of Community Services as well as at other facilities.
- a. **Special Olympics Town Hall Meeting** – Staff will be meeting with participating agencies, schools, and local school districts, to determine implementing a Special Olympics program and moving forward to incorporating the program in the City. Staff is also working on integrating therapeutic programs through community services based programs. Ed will keep members apprised.

7. NEW BUSINESS

Ed Ramirez reported on the following:

- a. **Family and Human Services Section**
  - 1) TEENS Program / Youth Leadership – Manuel Cantu reported that the youths have been volunteering in various city based programs and participating in

various workshops. Some of the activities over the summer months included a beach cleanup, hike to Hollywood sign, end of summer bar-be-que, and just recently they attended *Rocktober*, a Southern California teen coalition based program. Upcoming is a Performing Arts program on October 22 at the Gus Velasco Neighborhood Center.

- 2) Fiestas Patrias, September 12, 2014 Update – Ed gave an overview summary of this year’s program commemorating our 50<sup>th</sup> Sister City anniversary with Navojoa, Sonora, Mexico. Staff will be looking into food options for next year’s program. In addition, this year’s Fiestas Student Academy was attended by over 300 children who learned about the region’s culture through music. This program was funded through the Heritage Arts In Public Places Art Education Grant Program.
- 3) Legal Services Program Update – Staff is in the process of recruiting additional attorneys that can bring additional expertise in their specialized field to the community. Staff is also planning to hold workshops for the community in the near future.
- 4) Gus’ Kitchen Update – Ed Ramirez gave an overview presentation on the food pantry and community closet. Ed is in the process of outreaching to agencies to obtain more donations. Members are encouraged to donate to the pantry and closet. A list of items needed will be sent to the members.
- 5) New FHS Division Newsletter – Ed introduced latest bi-monthly newsletter, “The Human Connect,” which provides information regarding the various services and programs offered to the community by the division of Family and Human Services.
- 6) Holiday Basket Programs – A promotional flyer regarding the Thankful Neighbor Basket and Neighborly Elf program will be mailed out to all community residents. The programs will also be advertised in the Chamber Newsletter. The Thankful Neighbor Basket program will be held on Tuesday, November 25 from 3:00 p.m. - 5 p. m. and Neighborly Elf program on Saturday December 13 from 9 a.m. – 1 p.m. Volunteers interested in assisting may contact the GVNC. Contact Crystal Monte regarding holiday donations. Ed will keep members apprised at the next meeting.
- 7) Farmers Market – Maritza Sosa Nieves reported that a Holiday Crafters Fair will be held every Thursday in the month of December. An advertisement will be placed in the Chamber of Commerce Newsletter. Street banners to promote the market will be purchased. Anyone interested in having a vendor booth may contact Maritza Sosa-Nieves. In addition, staff is working with the local schools to bring school children to visit the farmers market as well as making the market EBT accessible.

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

Judi Manalisay reported on the following:

A total of 58 children were enrolled at the Gus Velasco Child Development Center and 23 children were enrolled at the Los Nietos State Preschool. A Spaghetti dinner fundraiser to purchase LEGOS will be held on October 10. The children will partake in pumpkin carving at the parks and also celebrate harvest day activities on October 30 at Los Nietos Child Care Center and at the GVNC Child Care on October 31. The Preschool Program children continue to join in monthly earthquake fire disaster preparedness. Other activities include participating in the Red Ribbon Parade and taking a field trip to the Fullerton Arboretum on Nov 21 and 29. Upcoming parenting classes include a phonics program and hassle free shopping with children. Teachers will be attending language and literacy training. The annual *Meet the Teacher* event will be held on November 6 at Los Nietos Park Child Care at 5:30 p.m. and on November 7 at GVNC Child Care at 8:00 a.m.

#### 8. ANNOUNCEMENTS

- Congresswoman Linda Sanchez Representative Community Office Hours – November 10 and December 8 at GVNC.
- Orange County Food Distribution - November 19, 2014
- Healthy Tip Handout – Fall Prevention
- FHS Advisory Committee Goes Dark In December

#### 9. ORAL COMMUNICATIONS

- Mayor Pro Tem Laurie Rios recipient of Good Scout award.
- Women League of Voters brochure was made available to members.
- Women's Club announced their first Quartermania event.
- Sister City announced Quartermania event on the 19<sup>th</sup> at TCH
- Safe Neighbor Team Great Stakeout - Shoemaker/Florence situational event.

#### 10. FUTURE AGENDA ITEMS

- Committee By-Laws
- Committee Meeting Start Time
- Committee Meeting Teleconference Participation by Members – Brown Act

#### 11. ADJOURNMENT

Vice-Chair Gonzales adjourned the meeting at 7:32 p.m.

The next meeting of the Family and Human Services Advisory Committee will be held on Wednesday, November 19, 2014 at the Gus Velasco Neighborhood Center, Meeting Room No. 1, at 5:30 p.m.

  
Prepared By: Teresa Clift,  
Administrative Clerk, II

  
Ed Ramirez,  
Executive Secretary