FAMILY & HUMAN SERVICES ADVISORY COMMITTEE
GUS VELASCO NEIGHBORHOOD CENTER
Wednesday, January 20, 2016
5:45 p.m.

MINUTES

1. CALL TO ORDER
   Vice-Chair Linda Vallejo called the meeting to order at 5:52 p.m.

2. PLEDGE OF ALLEGIANCE – Hilda Zamora

3. ROLL CALL

   Members Present: Gilbert Aguirre, Janie Aguirre, Margaret Bustos, Tina Delgado, Bonnie Fox, Arcelia Miranda, Annette Rodriguez, Dolores Romero, Dr. Linda Vallejo, Martha Villanueva, and Hilda Zamora

   Members Absent: Debbie Belmontes, Gloria Duran, Lydia Gonzales, and Ted Radoumis

   Council Liaison: Councilmember Jay Sarno

   Staff: Maricela Balderas, Director of the Department of Community Services
   Ed Ramirez, Executive Secretary
   Maritza Sosa-Nieves, Management Assistant
   Teresa Camacho, Child Care and Development Supervisor
   Edwin Vargas, Community Services Program Leader II
   Teresa Clift, Administrative Clerk II

   Guest: Rick Brown, City of Santa Fe Springs, Family & Youth Intervention

4. APPROVAL OF MINUTES
   A motion was made by Janie Aguirre and seconded by Gilbert Aguirre to approve the Minutes of November 18, 2015. The motion was carried unanimously.

5. COUNCIL LIAISON REPORT
   Councilmember Jay Sarno announced that the City Council recently reorganized and that Richard Moore was named Mayor and William Rounds was named Mayor

Pro Tem. Also, council liaisons to the various advisory committees were assigned and Mr. Sarno was appointed to the Senior Citizens Advisory Committee.

In addition, the CIP Committee has approved the slurry seal and sidewalk construction project of residential streets, which includes the parking lots at City Hall and Library as well as redoing the landscaping at the Town Center Plaza area. Any questions may be directed to the Department of Public Works. Mr. Sarno is also available at jaysarno@santafesprings.org for any recommendations of streets needing repair or to address any community matters.

6. EXECUTIVE SECRETARY REPORT

a. ***Recruitment/Selection for FHS Manager*** – Director Maricela Balderas announced the naming of Ed Ramirez as the Family and Human Services Manager who will oversee the Family and Human Services division staff and programs, including older adults, youth services, special events and food pantry. A recruitment to fill the vacancy of the Community Services Supervisor position will be conducted.

Mr. Ramirez welcomed new member Tina Delgado to the Committee. In addition, he reported that there have been new individuals appointed as Chairs and Vice-Chairs to various Family and Human Services Advisory Committees and he will be working with them as well as Mr. Sarno to give Committee updates and guidance, and provide committee guidelines as per Robert Rules of Order as we move forward.

b. ***Family and Youth Intervention Program Presentation*** – Rick Brown gave a presentation on the Family and Youth Intervention Program offered to local students ages 7 -17. Informational flyers were distributed to members. Upcoming events include Diversity Summit,/Cesar Chavez Day of Service in March, Every 15 Minutes Program May 18 & 19 at St. Paul H.S., Museum of Tolerance trip May 6 and 9-12, 2016, and Parent Project classes beginning January 26 in English and Spanish.

c. ***Farmers Market Update/New Programming*** – It was reported that the Farmers Market contract ended in December 2015 and staff are working on contracting with another company in bringing in a seasonal market, spring to early fall, with options for an evening market to include a variety of vendors in the areas food, crafts, and entertainment. A recommendation will then be sent to the City Council for their consideration and approval. Members will be kept apprised.

d. ***Family and Human Services Fund Financial Report*** – Mr. Ramirez provided an overview of the Financial Report for FY 2014/2015 for period ending December 31, 2016. Balance $76,583.47.

A motion was made Hilda Zamora and seconded by Arcelia Miranda to approve the Financial Report for FY 2014/2015 for the period ending December 31, 2016. The motion was carried unanimously.

Mr. Ramirez also presented members with a copy of the 2015 Social Services Client Intake Report.

7. OLD BUSINESS
   a. ***Committee By-Laws Proposed Amendments*** – Mr. Ramirez announced that staff is in the process of reviewing the FHSAC Committee By-laws in order to be consistent with all City advisory committees by setting standards for the election of officer's process and addressing policy of absenteeism and punctuality. Members may make further recommendations by contacting Ed Ramirez. At the next meeting, members will be presented with an amended copy of the By-Laws for their review and approval and have an opportunity to make a recommendation to the City Council for their consideration and approval in the month of March.

8. NEW BUSINESS
   a. FAMILY AND HUMAN SERVICES SECTION
      Ed Ramirez reported on the following:

      1) ***Holiday Event Recap*** – Holiday Volunteer Recognition on Thursday, January 21 at the G.V.N.C. at 6:00 p.m.

      2) ***Refrigerator Replacement Program*** – In collaboration with Breitburn Energy, 30 families have been assisted in receiving a free refrigerator and the case workers continue to work with other families in the registration process.

      3) ***T.E.E.N.S. Programming Update*** – Manuel Cantu gave an overview of the upcoming 2016 programs and activities. Informational flyers were distributed to members. Mr. Cantu also introduced the College Bound Program, which currently has twenty-three students enrolled. Staff will be visiting the high school campuses in January to promote the programs.

         Mr. Ramirez reported that he is working with the Boys and Girls Club in possibly providing transportation to and from the high school to the G.V.N.C. Center. Also, a retreat was held with Youth Leadership Committee members where they participated in various skill-building workshops and provided input on bringing in resources.

         Councilmember Jay Sarno was excused from the meeting at 7:33 p.m.

      4) ***VITA Program*** – The Volunteer Income Tax Assistance Program (V.I.T.A.) will commence February 2 – April 2016 every Tuesday and Thursday evening. Appointments are currently being accepted for residents and non-

residents may begin on January 25. For more information or to arrange an appointment contact the G.V.N.C.

5) ***Legal Services Program*** – Staff is currently reviewing the program and in the process of recruiting additional attorney volunteers. In addition, staff are working on creating promotional materials and integrating workshops. Members will be kept apprised.

6) ***Special Olympics*** – Aimee Espinoza reported that practices will commence in late February in Santa Fe Springs in preparation for the regional games in May and summer games in June. Contact Aimee Espinoza at the G.V.N.C. for athlete or volunteer opportunity signups.

b. CHILD CARE AND DEVELOPMENT SECTION – JUDI MANALISAY

1) ***Child Care Update*** – Judi Manalisay made a presentation on school age programs and activities for the After-School Program and Preschool Program. Upcoming events include Grandparents day at the G.V.N.C. on January 21. Staff will be participating in workshops and attending a conference for further training in healthy eating and outdoor classrooms.

9. ANNOUNCEMENTS

- Orange County Food Distribution-February 17, 2016 at the G.V.N.C., 10 a.m. – 2 p.m.
- Family Fun/Run - April 16, 2016. Preregistration entry fee to participate is $5 for adults and $2 for children.
- Family Fun Night – Activity Center. In collaboration with all school districts, the Family and Human Services will be featuring physical challenge and educational activities, food demonstrations, raffles and other activities for families and children.
- PIH Prevention Program Classes – G.V.N.C., Better Choices Better Health on Monday's, February 22 to March 28, 2016 at 9:30 – 12 noon; Eating Healthy Never Tasted so Good, Tuesday, February 9, 2016 at 6:00 p.m. – 7:00 p.m.; and Mind Over Matter, Tuesday, February 16, 2016 at 6:00 p.m. – 7:00 p.m.
- SFS Art Fest – Friday, May 13, 2016 6:00 p.m. – 11:00 p.m. and Saturday, May 14, 2016 at the Clarke Estate.
- Healthy Tip Handout – Cardio

10. ORAL COMMUNICATIONS

- Smoke Alarm detectors available at Fire Headquarters.
- Boys and Girls Club Youth of the Year Award – February 4, 2016
- Senior Dance – Friday, January 21, 2016

11. FUTURE AGENDA ITEMS – ED RAMIREZ

- *Committee By-Laws Proposed Amendments – Review and Approval*

12. ADJOURNMENT
Vice-Chair Vallejo adjourned the meeting at 8:07 p.m.

The next meeting of the Family and Human Services Advisory Committee will be held on Wednesday, February 17, 2016, at 5:45 p.m. at the Gus Velasco Neighborhood Center, Meeting Room No. 1, located at 9255 Pioneer Boulevard, Santa Fe Springs, CA.

Prepared By: Teresa Clift,
Administrative Clerk, II

Ed Ramirez, Executive Secretary