



**CIVIC IMPROVEMENT COMMISSION**  
**70 North First Street - Campbell, California 95008**

**Doetsch Conference Room**

**Thursday, February 11, 2020 - 6:30 pm**

**Study Session Minutes**

**This Civic Improvement Commission meeting was conducted pursuant to the Governor's Executive Order N-29-0.**

**This meeting was recorded and can be viewed in its entirety at <https://www.youtube.com/user/CityofCampbell/videos>**

**ROLL CALL:** Vice Chair Fields called the meeting to order at 6:36 pm

**PRESENT:** Vice Chairperson Fields. Commissioners: Hoffman, Bracher and Yoshikawa. Chair Kaufman arrived shortly following roll call.  
Staff Liaison Margarita Mendoza. Recording Secretary Diana Johnson arrived following roll call.

**ABSENT:** Chase and Dooley

**ORAL REQUESTS:** None

**NEW BUSINESS:**

**Review and discussion of Fiscal Year 2021/22 & Fiscal year 2022/23 Social Service Subgrant Applications:**

**FY 2021/22 Social Service Grant Funding:** Chair Kaufman provided a brief introduction and opened the meeting for discussion. Staff liaison Ms. Mendoza introduced Tina Wong-Erling, Senior Services Supervisor to provide the staff report.

Ms. Wong-Erling welcomed the social service agencies in attendance, provided a staff report and summarized the Social Service Subgrant program to the Commission. A total of six applications were received. The applications received were from agencies who also received grant funding in the current grant cycle. A matrix listing the agency name, scope of services, the approved FY 19/20 funding; and FY 20/21 and FY 22/23 requested funding was provided in the packet and shared on screen. The total Social Service Subgrant funding requested from the six agencies totaled \$70,500 in FY 21/22 and \$69,835 in FY 22/23. The budgeted funding for the Social Service Subgrant is \$55,000 for each fiscal year of the two-year program.

Commissioners reviewed and discussed the applications.

A six-month and year end progress report is required from each of the agencies who received grant funding. The data lists the agency, description of service, proposed and actual clients served in Fiscal Years 19/20 and 20/21.

Ms. Wong-Erling provided a brief overview of the applicants and their grant funding request.

Agency	Description of Service	FY 20 Approved	FY 21 Approved	FY 22 Requested	FY 23 Requested
Catholic Charities	Advocacy	\$9,500	\$9,500	\$10,000	\$10,000
The Health Trust	Home Delivered Meals	\$13,500	\$13,500	\$20,000	\$20,000
Live Oak Adult Day Services	Adult Day Care	\$7,000	\$7,000	\$7,000	\$7,000
Next Door Solutions to Domestic Violence	Domestic Violence	\$2,500	\$2,500	\$5,000	\$5,000
St. Lucy Conference – Society of St. Vincent de Paul	Financial Assistance	\$12,500	\$12,500	\$16,500	\$15,000
Seniors Adult Legal Asst.	Legal Counseling	\$10,000	\$10,000	\$12,000	\$12,835
<b>Total</b>		<b>\$55,000</b>	<b>\$55,000</b>	<b>\$79,500</b>	<b>\$69,835</b>

CIC General/Agency Questions for all Applicants (to be discussed during the Public Hearing portion of the Regular Meeting):

Commissioner Fields: Requested that the applicants provide additional examples of how Campbell Clients are served.

Commissioner Hoffman: How did COVID impact your agency's services over the past year, what are your impacts financially and what are their expectations for this year?

Commissioner Bracher: What is the justification between the proposed versus actual clients served?

Commissioner Bracher: Can the \$55,000 grant monies be distributed evenly between the six applicants?

**Catholic Charities:** No additional questions.

**The Health Trust:** Commissioner Fields asked for clarification of the meal count and how many Campbell Clients served.

**Live Oak Adult Day Services:** Commissioner Yoshikawa asked whether COVID affected their services (hybrid onsite daycare v. at home care)

**Next Door Solutions to Domestic Violence:** No additional questions.

**Senior Adults Legal Assistance:** No additional questions.

**St. Lucy Conference/**

**Society of St. Vincent DePaul:** Commissioner Fields asked what is the anticipated rental assistance and food program for FY's 21/23?

Ms. Wong-Erling thanked the Commission for their feedback and asked if there were any specific questions.

Chair Kaufman then asked whether there were any concerns regarding the levels of funding and opened the meeting up for further discussion.

Commissioner Yoshikawa asked whether any modifications to grant funding could be made. Ms. Mendoza and Ms. Wong-Erling indicated that \$55,000 was approved for this FY and is contingent upon the final approval by the City Council during the adoption of the FY 2021-22 budget.

There were no further questions from the Commission.

ADJOURN:

Chair Kaufman adjourned the meeting at 7:13 p.m.

Respectfully submitted,



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Diana Johnson, Recording Secretary



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Margarita Mendoza, Staff Liaison