



CITY OF SAN JOSÉ
HNVF ADVISORY COMMITTEE MINUTES

March 21, 2007

<u>Members Present</u>	<u>Members Absent</u>	<u>Staff Present</u>
Chairperson Judy Chirco		Mark Linder, Deputy City Mgr.
Councilmember Nora Campos		Mark DeCastro
Max Crumley		Joe Cardinalli
Juan Mendoza		Jay Castellano
Suzie Huerta		Art Catbagan
		Matt Shelton
		Karla Enany
		Andrew Hitchcock
		Maria Murillo
		Luz Mejia
		Josephine Browne

I. CALL TO ORDER

Chairperson Chirco called the Healthy Neighborhoods Venture Fund (HNVF) Advisory Committee meeting to order at 4:05 p.m. at the City Hall, Council Chambers, 200 East Santa Street, San José, and CA. 95113.

Chairperson Chirco announced Mr. Cardinalli’s retirement from City of San José. Mr. Cardinalli thanked the Committee members for their excellent community work. Mr. Cardinalli introduced Mr. Castellano to the Committee. Mr. Castellano, Acting Deputy Director, has worked for the City for 28 years and will be assuming Mr. Cardinalli’s job.

Mr. Crumley thanked Mr. Cardinalli and stated he was the easiest person to work with in the City.

Chairperson Chirco welcomed Mr. Castellano, Acting Deputy Director to the HNVF Advisory Committee meeting.

II. APPROVAL OF AGENDA

Mr. Crumley moved to approve the agenda of March 21, 2007; Councilmember Campos seconded the motion. The Committee approved the motion.

III. APPROVAL OF MINUTES

Councilmember Campos moved to approve the minutes of February 7, 2007; Mr. Crumley seconded the motion. The Committee approved the motion.

IV. ACTION/DISCUSSION

IV-A. STAFF UPDATE

Mr. Catbagan updated the Committee on Pathfinder Charter High School. The school has been dissolved as of January 31, 2007 because of financial issues. The County Office of Education has taken over the school. The County Office of Education is committed to continuing the education services to the students. Staff made one payment to Pathfinder and is working with the school regarding the final close out payment.

IV-B. ADDITIONAL INFORMATION (Follow-up from the February 7 meeting)

Mr. Castellano presented follow-up information from the February 7th meeting to the Committee. This information is in agenda item IV-B of the March 21 agenda.

Councilmember Campos was concerned about the timelines of the contracts. “Does staff foresee any delay in having the contracts executed so that agencies can have their payment disbursed in a timely fashion?”

Mr. Castellano explained to the Committee that efficiency of the workload during that period depends on the allocation of resources. Since the Committee approved the recommendation to move forward with the Result-Based Accountability model, the workload will be alleviated by the 2-year contracting cycle in 2008-09.

Mr. Linder commented that it is a City-wide effort to have all contracts executed by the due dates, it is not only limited to PRNS effort. The City is committed to having all contracts process in timely manner.

Councilmember Campos asked “What the timeline was to distribute information to the Committee and the agencies?”

Mr. Castellano said that staff posts information on the website 10 days before the meeting as the Sunshine standard. At the same time, staff sends out e-mails to the Committee and the public regarding the posting.

This is an information item only. No action required.

IV-C. PRESENTATION OF THE SUMMARY ANALYSIS

Mr. Catbagan presented the summary analysis to the Committee. Staff is currently formulating the 2007-08 application funding recommendation and it will be presented at the April 18th meeting. Staff received a decrease funding requested amount this year than the previous year.

This is the HNVF Application Comparison for 2006-07 and 2007-08:

2006-2007 HNVF Application Highlights	2007-2008 HNVF Application Highlights
Received 93 applications	Received 91 applications
Competitive request was \$6.9 million	Competitive request is 4.9 million
Average request was \$74,000	Average request is \$57,000
Median request was \$55,125	Median request is \$35,000
25 new projects, 13 second year projects, 57 projects funded more than 2 years	24 new projects, 10 second year projects, 51 projects funded for more than 2 years (subject to the 5% cap)
Education/Health category: Received 60 applications total \$3.5 million	Education/Health category: Received 56 applications total \$2.6 million
2006-2007 HNVF Application Highlights	2007-2008 HNVF Application Highlights
Senior/Health category: Received 25 applications total \$2.7 million	Senior/Health category: Received 23 applications total \$1.9 million
Tobacco-Free/Health category: Received 9 applications total \$700,000	Tobacco-Free/Health category: Received 6 applications total \$400,000

Mr. Crumley asked, “Why the funding request amount was less than last year. Applicants have access to the same resources and degree of information in form of fairness.”

Mr. Catbagan responded that the Committee had previously approved recommendations to put a cap on the funding request amounts.

IV-D. MAY 2nd Meeting Date Discussion

Mr. Castellano explained to the Committee that staff plans to post all April 18th meeting materials on April 6th; this is adhering to the Sunshine requirement. The Committee funding recommendation scheduled on May 2 has been moved to May 9th due to the Sunshine requirement and to give staff enough time to prepare for the follow-up items from the April 18th meeting.

V. CORRESPONDENCE

Correspondence was received from the following agencies and posted on the HNVF website.

- Application No. 856 - O’Neil Sea Odyssey
- Application No. 859 - Santa Clara Valley Blind Center
- Application No. 888 – Children’s Musical Theater
- Application No. 855 – Outreach
- Application No. 842 – San José Conservation Corps & Charter School
- Application No. 868 – Ethiopian Community Services (ECS)
- Application No. 836 - Grail Family Services
- Application No. 835 – Grail Family Services
- Application No. 818 – Tooth Mobile
- Application No. 851 – Tooth Mobile
- Silicon Valley Council of Non-profit

Some correspondences were received late and they will be included in the April 18th meeting.

VI. PUBLIC COMMENT

The following people spoke during the public comment.

Application Number	Agency	Project	Name
812	The Health Trust	Meals on Wheels	Renee Kellythorne
813	Third Street Community Center	Inspiring Youth Minds and Families	Rosemary Baez, Horace Bean, Masaki Takeda, Nalleli Sandoval, Saul Verduzco, Bob Miess, First Unitarian Church of San José
817	Estrella Family Services	Weight, Worry, & Waffles Wellness Program	Kelby McIntyre
818	Tooth Mobile	Dental Care for Senior	Mike Reza
824	Respite & Research for Alzheimer’s Disease	Alzheimer’s Activity Center	Cathey Eskandar
835	Grail Family Services	Ready, Set, Read! Family Literacy Project	Katie Stokes-Guinan
836	Grail Family Services	Family Empowerment Program	Katie Stokes-Guinan

Application Number	Agency	Project	Name
840	Bill Wilson Center	Safe Place Community Outreach	Deryl Center
841 and 842	San José Conservation Corps & Charter School	Youth Corp and Youth Build	Timothy Dolan and Neil Kozma
846	Self-Help for the Elderly	Minority Senior Wellness Project	Helen Yuen
851	Tooth Mobile	Dental Care for Children	Mike Reza
853	Catholic Charities	Older Caregiver Respite & Support Services	Marilou Cristina and Andrea Villasenor Perry
856	O'Neill Sea Odyssey	San José Community Oceanography Program	Dan Haifley
862	Live Oak Adult Day Services		Colleen Hudgen
868	Ethiopian Community Services	After School Youth Program	Birku Melese
872	Billy DeFrank LGBT Center	Billy DeFrank Vintage Program	Aejaie Sellers
883 and 884	Boys and Girls Club	Youth Technology Program and Smart Moves	Teresa Johnson
885	P.A.R.T.I. Program, East Side Union High School District	P.A.R.T.I Program	Winston Ashby
861	Bill Wilson Center	School-Based Critical Incident Stress Management Service	Lisa Corio
901	Community Partner for Youth, Inc.	Step-Up to Brighter Futures Program	Maira Segoria

These speakers voiced questions and comments on their ratings:

Appl. #818 – Mike Reza, Tooth Mobile, commented on a medium rating on Past Performance and Project Design

Appl. #824 - Cathey Eskandari, Respite & Research commented on a medium rating in the work plan.

Appl. #853 - Marilou Cristina and Andrea Villasenor Perry, Catholic Charities, commented on a medium rating in their application.

Appl. #862 – Colleen Hudgen, Live Oak Adult Day Services, submitted report on time but the report was incorrect. She asked if resubmitting a report is considered being late?

Chairperson Chirco asked staff to list all agencies that spoke about ratings and advised staff to respond to those agencies.

Chairperson Chirco requested the staff to explain the rating process. Mr. Catbagan explained to the Committee that staff was in direct communication with the agencies about their ratings. The majority of the request or questions from the agencies were about the medium ratings. Staff corrected all factual issues.

Mr. Crumley asked what expectation do agencies have in regards to their ratings being changed.

Mr. Catbagan responded that ratings will only be changed if factual oversight occurred.

VII. ADJOURNMENT

Chairperson Judy Chirco adjourned the HNVF Advisory Committee meeting at 5:30 p.m.