



# Memorandum

**TO:** RULES AND OPEN GOVERNMENT COMMITTEE      **FROM:** Chair Dev Davis

**SUBJECT:** UPDATES TO THE NEIGHBORHOOD SERVICES AND EDUCATION COMMITTEE WORK PLANS FOR AUGUST – DECEMBER 2023 AND JANUARY – JUNE 2024      **DATE:**

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Approved  Date 10/04/23

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## RECOMMENDATION

- a) Approve amendments to the August - December 2023 Neighborhood Services and Education (NSE) Committee Work Plan to:
  - (1) Defer the following item from the November 9, 2023 NSE Committee meeting to the December 14, 2023 NSE Committee meeting:  
Community Plan to End Homelessness 2020-2025 San José Report.  
Purpose: Provide a report on the City of San José implementation plan to lay out the vision for the City’s support of the Community Plan to End Homelessness 2020-2025 and initial discussion of City engagement for the next regional plan.
  - (2) Defer the following item from the November 9, 2023 NSE Committee meeting to the January 11, 2024 NSE Committee meeting:  
Education and Digital Literacy Annual Report.  
Purpose: Provide an annual report on Education and Digital Literacy for Fiscal Year 2022- 2023, including program outcomes and progress toward implementation of quality standards. (Library/Parks, Recreation and Neighborhood Services)
  - (3) Add a Joint Special Meeting with the City of San José Neighborhood Services and Education (NSE) Committee/Committee of the Whole and the County of Santa Clara's Children, Seniors, and Families Committee on the Child and Youth Master Plan set for the second Thursday of November (November 9, 2023) at 2:30 p.m., in the City Council Chambers.
  - (4) Drop the following item from the December 14, 2023 NSE Committee meeting:  
Lived In Recreational Vehicle Census and Status Report.  
Purpose: Provide a status report of the survey and census of individuals experiencing homelessness who live in recreational vehicles.
  
- b) Approve the following amendments to the draft Neighborhood Services and Education (NSE) Committee Work Plan for the period of January through June 2024
  - (1) Schedule a City of San José Neighborhood Services and Education (NSE) Committee on the second Thursday of January (January 11, 2024) at 1:30 p.m., in the City Council

Chambers

(2) Add the following item to the January 11, 2024 NSE Committee meeting:  
Children and Youth Services Master Plan Status Report.

Purpose: Provide a status report on the Children and Youth Services Master Plan. (City Manager/Library/ Parks, Recreation and Neighborhood Services)

(3) Add the following item to the February 8, 2024 NSE Committee meeting:  
Lived In Recreational Vehicle Census and Status Report.

Purpose: Provide a status report of the survey and census of individuals experiencing homelessness who live in recreational vehicles.

**COMMITTEE MEMBERS:**

DEV DAVIS, CHAIR

PETER ORTIZ, VICE CHAIR

BIEN DOAN, MEMBER

OMAR TORRES, MEMBER

DOMINGO CANDELAS, MEMBER

**STAFF:**

ANGEL RIOS, JR., CITY MANAGER'S OFFICE

KARIN MURABITO, CITY ATTORNEY'S OFFICE

MACKENZIE MOSSING, MAYOR'S OFFICE

TONI TABER, CITY CLERK'S OFFICE

**MISSION STATEMENT:**

To serve, foster, and strengthen the community by providing access to lifelong learning, opportunities to enjoy life, and preserving and stewarding healthy neighborhoods.

<p style="text-align: center;"><b>NEIGHBORHOOD SERVICES AND EDUCATION COMMITTEE WORK PLAN August - December 2023</b></p>
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**AUGUST 10, 2023**

**1. Library and Education Commission Annual Report and Work Plan.**

**Purpose:** Provide an annual report on the Library and Education Commission's accomplishments for Fiscal Year 2022-2023 and work plan for Fiscal Year 2023-2024, to comply with the City Municipal Code pertaining to Boards and Commissions.  
(Library)

**2. San Jose Learns Program Annual Report.**

**Purpose:** Provide an annual report on the implementation of the San Jose Learns expanded learning program for youth in grades K-3 in partnership with local school districts, as well as a review of the program's accomplishments over a five-year assessment period.  
(Library)

**SEPTEMBER 14, 2023**

**1. Children and Youth Services Master Plan Status Report.**

**Purpose:** Provide a status report on the Children and Youth Services Master Plan.  
(City Manager/Library/ Parks, Recreation and Neighborhood Services)

**2. Youth Commission's Annual Report and Work Plan.**

**Purpose:** Provide an annual report on the Youth Commission's accomplishments for Fiscal Year 2022-2023 and work plan for Fiscal Year 2023-2024, to comply with the City Municipal Code pertaining to Boards and Commission.  
(Library)

**3. Senior Commission and Parks and Recreation Commission Work Plans.**

**Purpose:** Provide a report on the work plans for Senior Commission and Parks and Recreation Commission for Fiscal Year 2023-2024, to comply with the City Municipal Code pertaining to Boards and Commissions.  
(Parks, Recreation and Neighborhood Services)

**4. Neighborhood Center Partner Program Annual Report.**

**Purpose:** Provide an annual report on the Neighborhood Center Partner Program work plan recommendations and audit implementation.  
(Parks, Recreation and Neighborhood Services)

**OCTOBER 12, 2023**

**1. BeautifySJ – Neighborhood Blight Reduction Status Report.**

**Purpose:** Provide a status report on BeautifySJ – Neighborhood Blight Reduction evaluation plan and results for graffiti, litter removal, illegal dumping, and Dumpster Days.  
(Parks, Recreation and Neighborhood Services)

**2. Park Ranger Annual Report.**

**Purpose:** Provide an annual report on Park Ranger program including updates on programming and hiring efforts.  
(Parks, Recreation and Neighborhood Services)

**3. Flavored Tobacco Ban and Nitrous Oxide Status Report.**

**Purpose:** Provide a status report on the Flavored Tobacco Ban and Nitrous Oxide work plan.  
(Planning, Building and Code Enforcement)

**NOVEMBER 9, 2023**

**1. Park Impact Ordinance and Parkland Dedication Ordinance Fees and Capital Improvement Program Annual Report.**

**Purpose:** Provide an annual report on Park Impact Ordinance and Parkland Dedication Ordinance Fees for 2022-2023 and Parks, Recreation and Neighborhood Services Department's Capital Improvement Program. (Parks, Recreation and Neighborhood Services)

**2. Resilience Corps Climate Change Pathway Status Report.**

**Purpose:** Provide a status report on the Resilience Corps Climate Change Pathway including outcomes, success metrics and hiring updates.  
(Parks, Recreation and Neighborhood Services)

**NOVEMBER 9, 2023 (2:30 p.m.) SPECIAL JOINT MEETING OF NEIGHBORHOOD SERVICES AND EDUCATION COMMITTEE AND SANTA CLARA COUNTY CHILDREN, SENIORS, AND FAMILIES COMMITTEE**

**1. Joint Special Meeting on the Status of the Children and Youth Services Master Plan and the Integration of a Blue Zones Assessment.**

**Purpose:** (1) Provide reports and recommendations on the Children and Youth Services Master Plan. (2) Discuss ways to support and integrate Blue Zone assessment and findings throughout the design and implementation of the Children and Youth Services Master Plan. (City Manager/ Parks, Recreation and Neighborhood Services)

**DECEMBER 14, 2023**

**1. Animal Care and Services Annual Report.**

**Purpose:** Provide an annual report on the Animal Care and Services Division's accomplishments for Fiscal Year 2022-2023.

(Public Works)

**2. Neighborhoods Commission Status Report.**

**Purpose:** Provide a status report on the membership, structure, and future of the Neighborhoods Commission and coordination with the Citywide Community Engagement Framework effort

(Parks, Recreation and Neighborhood Services/City Manager)

**3. Community Plan to End Homelessness 2020-2025 San José Report.**

**Purpose:** Provide a report on the City of San José implementation plan to lay out the vision for the City's support of the Community Plan to End Homelessness 2020-2025 and initial discussion of City engagement for the next regional plan.

(City Manager/Economic Development and Cultural Affairs/Housing/Library/Parks, Recreation and Neighborhood Services)

**DRAFT**  
**NEIGHBORHOOD SERVICES AND EDUCATION**  
**COMMITTEE WORK PLAN**  
**January - June 2024**

**JANUARY 11, 2024**

**1. Children and Youth Services Master Plan Status Report.**

**Purpose:** Provide a status report on the Children and Youth Services Master Plan.  
(City Manager/Library/ Parks, Recreation and Neighborhood Services)

**2. Education and Digital Literacy Annual Report.**

**Purpose:** Provide an annual report on Education and Digital Literacy for Fiscal Year 2022-2023, including program outcomes and progress toward implementation of quality standards.  
(Library/Parks, Recreation and Neighborhood Services)

**FEBRUARY 8, 2024**

**1. College and Career Readiness Status Report.**

**Purpose:** Provide a status report on the College and Career Readiness program and the Citywide logic model.  
(Library/Parks, Recreation and Neighborhood Services/Economic Development and Cultural Affairs)

**2. Citywide Sustainable Park Maintenance Status Report.**

**Purpose:** Provide a status report on citywide sustainable park maintenance, including current service levels and areas of improvement.  
(Parks, Recreation and Neighborhood Services)

**3. Parks, Recreation and Neighborhood Services Community Impact Annual Report.**

**Purpose:** Provide an annual report on Parks, Recreation and Neighborhood Services Community Impact, including the transition of programming from cost recovery to equitable access for Fiscal Year 2022- 2023.  
(Parks, Recreation and Neighborhood Services)

**4. Code Enforcement Annual Report.**

**Purpose:** Provide an annual report on Code Enforcement Division's accomplishments for Fiscal Year 2022-2023.  
(Planning, Building and Code Enforcement)

**5. Police Activities League (PAL) Status Report.**

**Purpose:** Provide a status report on the PAL partnership, programs, and services.  
(Parks, Recreation and Neighborhood Services/Police)

**6. Lived In Recreational Vehicle Census and Status Report.**

**Purpose:** Provide a status report of the survey and census of individuals experiencing homelessness who live in recreational vehicles.

(Housing/Parks, Recreation and Neighborhood Services)

**MARCH 14, 2024**

**1. Family Camp Status Report.**

**Purpose:** Provide a status report on Family Camp in advance of the 2024 season.

(Parks, Recreation and Neighborhood Service)

2. **San José Youth Empowerment Alliance, Bringing Everyone’s Strengths Together, Safe Summer Initiative Grant, and Youth Intervention Services Programs Annual Report.**  
**Purpose:** Provide an annual report on the San José Youth Empowerment Alliance (formerly the Mayor’s Gang Prevention Task Force), Bringing Everyone’s Strengths Together, Safe Summer Initiative Grant, and Youth Intervention Services programs for Fiscal Year 2022-2023.  
(Parks, Recreation and Neighborhood Services)
3. **American Rescue Plan Spending Plan for Children and Youth Services Master Plan Status Report.**  
**Purpose:** Provide a status report on the American Rescue Plan spending plan for children and youth services master plan including programs, activities, and initiatives.  
(City Manager/Library/Parks, Recreation and Neighborhood Services)

**APRIL 11, 2024**

1. **Funding Opportunities to Expand Community WiFi Status Report.**  
**Purpose:** Provide a status report on funding opportunities to expand community Wi-Fi.  
(Library/City Manager/Information Technology/Public Works)
2. **2022-2023 Senior Services and Age-Friendly Initiative Status Report.**  
**Purpose:** Provide a status report on the 2022-2023 Senior Services and Age-Friendly Initiative.  
(Parks, Recreation and Neighborhood Services)
3. **Parks, Recreation and Neighborhood Services Volunteer Management Programs Annual Report.**  
**Purpose:** Provide an annual report on Parks, Recreation and Neighborhood Services volunteer management programs, accomplishments, and improvement initiatives.  
(Parks, Recreation and Neighborhood Services)
4. **City Homelessness Programs Annual Report.**  
**Purpose:** Provide an annual report on City homelessness programs, services, housing efforts and efforts to manage impacts of homelessness on all aspects of the City.  
(Housing/Library/Parks, Recreation and Neighborhood Services/Public Works/Fire/Police)

**MAY 9, 2024**

1. **Youth Commission Annual Report.**  
**Purpose:** Provide an annual report on the Youth Commission’s accomplishments for Fiscal Year 2023-2024.  
(Library)

**2. 2023 Summer Youth Program Status Report.**

**Purpose:** Provide a status report on the 2023 Summer Program, including activities and special events planned for summer 2024.

(Parks, Recreation and Neighborhood Services/Library)

**JUNE 13, 2024**

**1. BeautifySJ Encampment Services Status Report.**

**Purpose:** Provide a status report on the BeautifySJ Encampment Services.

(Parks, Recreation and Neighborhood Services)