



CITY OF FULLERTON
COMMUNITY DEVELOPMENT CITIZENS' COMMITTEE
MEETING MINUTES
JANUARY 28, 2020
Fullerton City Council Chamber
303 West Commonwealth Avenue
Fullerton, California

6:35 p.m.

CALL TO ORDER Chair Charles called the meeting to order at 6:35 p.m.

ROLL CALL

Present: Chair Charles, Vice Chair Nava-Mijares, Hanzo and Pascual

Absent: Hall absent

Staff Present: Linda Cordova, Housing Consultant, Jessica Cuevas, Acting Housing Programs Assistant

Approved as written

MINUTES – January 14, 2020

It was moved by Chair Charles, seconded by Vice Chair Nava-Mijares, to approve the January 14, 2020 Community Development Citizens' Committee minutes as written.

Motion carried 3-0-2, Pascual abstained and Hall absent.

Presented

REVIEW OF NON-PROFIT FY 2018-2019 ACCOMPLISHMENTS AND FY 2019-2020 SECOND QUARTER ACCOMPLISHMENTS

Housing Consultant Cordova distributed a spreadsheet to the Community Development Citizens' Committee reflecting the non-profits goals and accomplishments for Fiscal Year 2018-2019. The spreadsheet also reflects the accomplishments for the non-profits receiving funding for the current Fiscal Year 2019-2020.

Presented

2020-2021 NON-PROFITS PRESENTATIONS

Oral presentations were given by representatives of non-profit organizations that submitted an application to receive CDBG funding in support of programs during the 2020-2021 fiscal year.

Boys and Girls Club of Fullerton requested \$50,000 for the After-School Program

Q: What are the age ranges that the Boys and Girls Club, After-School Program serve?

A: The ages ranges served are 5-18 years old (Kindergarten-High School).

Q: How often do the Boys and Girls Club onsite staff receive training on child abuse?

A: The staff receives extensive training once a year for reporting and identifying child abuse. Boys and Girls Club also has an area director, who focuses on the necessary reporting.

Q: How often are background checks done?

A: Background checks occur once a year for on-going volunteers and are done once a month before the programs begin.

Q: How is the funding divided between the staff that are designated in the budget for CDBG and ASES (After Schools Education Safety)?

A: Staff submit time sheets and place the hours accordingly to each designated project.

Q: Do children from cities outside of Fullerton, participate in the program?

A: Boys and Girls Club programs serve children from other cities. Programs funded through CDBG, only serve Fullerton children at the designated sites.

Q: How is income eligibility determined?

A: Parents are required to submit income forms. Parents are also referred from Commonwealth Elementary and Valencia Park Elementary or the Fullerton Police Department.

Q: Have there been any claims regarding incidents?

A: No, not at the CDBG sites. If an incident occurs, staff will receive training.

Q: Do the Boys and Girls Club vehicle driving staff get background checked?

A: Yes they do. If a driver is driving less than 8 children they have DMV clearance with a Class B License. If it is more than 8 students, the drivers have to be CHP certified, passenger

check and must be trained for the vehicle safety button.

Q: Are the drivers independent contractors?

A: No, the drivers are Boys and Girls Club staff.

Community SeniorServ, Inc. requested \$25,000 for the Congregate Lunch Program

Q: Does Community SeniorServ provide transportation to the seniors who participate in the program?

A: No, transportation is not provided to the seniors.

Q: What is the requirement to participate in the program?

A: The participant must be 62 years old or older and must be Fullerton resident.

Q: Are there any income requirements?

A: No, the seniors self-report and is then applied to the income verification form. Due to being seniors, they fall under the bracket of assumed benefited.

Q: Is there an MOU in place for rebranding to Meals on Wheels Orange County?

A: Yes, there is an MOU in place for the rebrand. The rebranding is to bring more awareness to the need of nutrition for seniors. Due to the rebranding there has been an increase of volunteers, advocates for seniors, and donations.

Q: Do you provide meals to homebound seniors?

A: No, that is a service that is not offered. CDBG funds will go directly to raw food costs for the senior program at the Fullerton Community Center.

Q: Is there a written agreement with Meals on Wheels Fullerton, stating that Community SeniorServ is used as vendor?

A: Yes, there is a MOU in place with Meals on Wheels Fullerton. Community SeniorServ provides meals purchased by Meals on Wheels Fullerton. Audit assistance is also provided to Meals on Wheels Fullerton on a monthly basis.

Q: What is the organizational structure?

A: Holly Hagler is the CEO and President and Delena Gutierrez is the Executive Director of Social Services. Support staff for CDBG report to Delena Gutierrez.

Giving Children Hope requested \$11,370 for the We've Got Your Back Program

Q: Will Giving Children Hope serve Nicolas Junior High School and Ladera Vista Junior High School?

A: Nicolas and Ladera Vista Junior High School's status is pending. The schools will have to participate in an orientation for the program. It is anticipated that the schools will be on the roster in the month of February.

Q: How will the CDBG funding be used for the We've Got Your Back Program?

A: The CDBG funding will cover salaries for administration and direct expenses.

Q: What site do the classes take place?

A: Families take classes at the Buena Park site.

Q: How many families will be served?

A: Giving Children Hope will serve approximately 360 families.

Q: What does the \$457,000 amount reflect on the Tax Forms?

A: It reflects the value of a declared values from donations for Gifts In Kinds. The cash operating budget is 2.6 million dollars.

Q: What was the reason for being delinquent when the forms were filed?

A: The value of the pharmaceuticals were incorrect. The value that was to be declared as the Value in Country, not the value the donor provided. The audit by the State of California informed Giving Children Hope to reclassify 3 years of what was claimed in pharmaceuticals.

Q: What actions have been taken to prevent this from happening?

A: Giving Children Hope's Board have been trained. An auditor from YH has been hired to train the CEO, COO, and Bookkeeper and meet with staff on a monthly basis to go over financials.

Q: Did Giving Children Hope generate the survey questions?

A: Yes, Giving Children Hope generated the survey questions.

Q: What was the survey response rate?

A: 57 out of 62 schools took part in the survey.

Q: Are the parents who receive services from Giving Children Hope required to do volunteer

hours?

A: It is not mandatory but highly encouraged.

Lutheran Social Services requested \$20,000 for the Victims Intervention Project Program

Q: Why is Lutheran Social Services requesting more funding, from the previous years?

A: Funding from last year was a partial funding and low number of clientele was served. The goal is to serve more clients with increased CDBG funding.

Q: How long does the Case Management last?

A: The Case Management is indefinite. Depending on the urgency Case Managers can meet with clients once a week or multiple times a week. Case Managers work on site for meetings or will sometimes meet with client's offsite.

Q: Is there an office in located Garden Grove?

A: The Garden Grove and Fullerton offices are part of the 20 sites utilized by Lutheran Social Services.

Q: How many counselors work for the Victims Intervention Project Program funded by CDBG?

A: There will be one MFT Counselor working for the Victims Intervention Project Program that is funded by CDBG.

Q: How will CDBG funding be used for the Victims Intervention Project Program?

A: \$10,000 will go towards Salaries, \$5,000 will go towards Support/Overhead including rent and \$5,000 will go towards Direct Expenses.

Q: Where in the proposed budget will counselors be paid out of?

A: It will be paid out of the \$10,000 for salaries.

Meals on Wheels of Fullerton, Inc. requested \$25,870 for the Maintenance of Meals and Supportive Services Program

Q: How will the CDBG funding be used for the Maintenance of Meals and Services Program?

A: \$20,864 will go towards administration salaries for a Case Worker and a Volunteer Coordinator. \$5,000 will go towards Direct Expenses including food for meals and nutritional supplements.

Q: Does Meals on Wheels Fullerton pay for the

- meals from Community SeniorServ?
- A: Yes, Meals on Wheels Fullerton pays for the meals from Community SeniorServ and St. Jude.
- Q: What does OAA stand for in the application?
- A: OAA stands for Older American Act. Meals that are targeted to low-income seniors. Seniors have to be 60 years or older to qualify. The meals will be distributed to the seniors with multiple health problems.
- Q: Does Meals on Wheels Fullerton receive funding from OAA?
- A: No, Meals on Wheels Fullerton does not receive funding from OAA.
- Q: Are volunteers trained on elderly abuse?
- A: Yes, every year the Agency on Aging has an educational training. The volunteers are trained on confidentiality and awareness of abuse.
- Q: Is there an overlap with Meals on Wheels Fullerton and Community SeniorServ?
- A: No, Meals on Wheels Fullerton and Community SeniorServ have separate and different programs for CDBG funding.
- Q: Does Meals on Wheels Fullerton do a background check for their volunteers?
- A: Yes, the volunteers all receive a background check. If they are volunteering from another non-profit organization, that organization will do the background check and inform Meals on Wheels Fullerton staff.
- Q: Do the volunteer drivers have to provide their own car insurance?
- A: Yes, the volunteer drivers have to provide their own car insurance.

Mercy House Living Centers, Inc. requested \$15,000 for the Bridges at Kraemer Place Program

- Q: Does the County of Orange give Mercy House, Bridges at Kraemer Place 2.4 million dollars annually?
- A: Yes, the 2.4 million dollars is an annual recurrence.
- Q: What is the Safe Haven check box mean on the Intake Form?
- A: It is a nebulous term. Various organizations use the Intake Form and can be defined differently to each organization.

- Q: Does Bridges at Kraemer Place serve single adults or families?
- A: Bridges at Kraemer Place only serves single homeless adults.
- Q: How long can a client stay at Bridges at Kraemer Place?
- A: Clients can stay between 60 to 90 days.
- Q: Is there a waitlist?
- A: No, clients receive services based on a reservation system. City Net and Fullerton Police Department help with the reservations for clients.

PUBLIC COMMENT

Chair Charles opened the public comment at 8:30 p.m. There were no comments and Chair Charles closed the public comment period at 8:30 p.m.

STAFF/COMMITTEE COMMUNICATIONS

Housing Consultant Cordova informed the committee of the Analysis of Impediments to Fair Housing meeting, will be held on Thursday, January 30, 2020 at 6:00p.m. She also informed the committee of the Community Outreach Survey deadline, which will be Friday, January 31, 2020. Housing Consultant Cordova informed the committee that records must be retained for five years after the program is complete.

8:37 p.m.

ADJOURNMENT -

Chair Charles adjourned the meeting at 8:37 p.m.

The next Community Development Citizens' Committee meeting will be held on February 11, 2020, at 6:30 p.m., in the Council Chamber, 303 West Commonwealth Avenue, Fullerton, California.



Jessica Cuevas, Clerk to the Community Development
Citizens' Committee