



Human Welfare and Community Action Commission

AGENDA

Wednesday, July 19, 2023
6:30 PM

PUBLIC ADVISORY: THIS MEETING WILL BE AVAILABLE TO ATTEND AT TWO DIFFERENT LOCATIONS.

MEETING LOCATION #1

Frances Albrier Community Center
2800 Park Street
Berkeley, CA 94702

MEETING LOCATION #2

1447 Kains Avenue
Berkeley, CA 94702

Preliminary Matters

1. Roll Call
2. Agenda Approval
3. Public Comment

Update/Action Items

The Commission may take action related to any subject listed on the agenda, except where noted.

Berkeley Community Action Agency Board Business

4. Approve minutes from the 4/19/2023 Regular Meeting (Attachment A) – All
5. Approve minutes from the 6/21/2023 Regular Meeting (Attachment B) – All
6. Election of Low-Income Representatives
7. HWCAC Bylaws and Berkeley Municipal Code revisions discussion and possible action (Attachment C)– All
8. Review City of Berkeley funded agency Program and Financial reports (Attachment D) – Staff
 - a. J-Sei program and financial reports

Other Discussion Items

9. Discussion and possible action on supporting the Commission on Aging’s communication regarding the Hopkins Corridor Reimagining (Attachment E) – Commissioner Behm-Steinberg

10. Discussion and possible action regarding appointments to the Welfare Commission (Attachment F) – Commissioner Behm-Steinberg
11. Discussion and possible action on holding hybrid Commission meetings (Attachment G) – Commissioners Behm-Steinberg and Zou
12. Review latest City Council meeting agenda
13. Announcements
14. Future Agenda Items

Adjournment

Attachments

- A. Draft Minutes of the 4/19/2023 Meeting
- B. Draft Minutes of the 6/21/2023 Meeting
- C. Draft HWCAC Bylaws and Municipal Code
- D. Program and financial reports from J-Sei
- E. Letter of Support for the Commission on Aging’s communication regarding the Hopkins Corridor Reimagining
- F. Draft Council item “Eligibility for Service as a Representative of the Poor”
- G. Draft Council items regarding the reestablishment of hybrid commission meetings

Review City Council Meeting Agenda at City Clerk Dept. or
<http://www.cityofberkeley.info/citycouncil>

Communications

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Secretary:

Mary-Claire Katz
Health, Housing & Community Services Department
510-981-5414
mkatz@CityofBerkeley.info

Mailing Address:

Human Welfare and Community Action Commission
Mary-Claire Katz, Secretary
2180 Milvia Street, 2nd Floor
Berkeley, CA 94704



Human Welfare and Community Action Commission

DRAFT MINUTES

Wednesday, April 19, 2023

6:30 PM

PUBLIC ADVISORY: THIS MEETING WILL BE CONDUCTED EXCLUSIVELY THROUGH VIDEOCONFERENCE AND TELECONFERENCE

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, this meeting of the Housing Advisory Commission will be conducted exclusively through teleconference and Zoom videoconference. Please be advised that pursuant to the Executive Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, there will not be a physical meeting location available.

To access the meeting remotely using the internet: Join from a PC, Mac, iPad, iPhone, or Android device: Use URL –<https://zoom.us/j/4863098496>

If you do not wish for your name to appear on the screen, then use the drop down menu and click on "rename" to rename yourself to be anonymous. To request to speak, use the "raise hand" icon on the screen. **To join by phone: Dial 1-669-900-6833 and Enter Meeting ID: 486 309 8496.** If you wish to comment during the public comment portion of the agenda, press *9 and wait to be recognized by the Chair.

Preliminary Matters

1. Roll Call
Present: Behm-Steinberg, Zou.
Absent: None.
Quorum: 2 (Attended: 2).
Staff Present: Mary-Claire Katz.
Public Present: None.
2. Agenda Approval
No agenda changes were made.
3. Public Comment
None.

Update/Action Items

The Commission may take action related to any subject listed on the agenda, except where noted.

Berkeley Community Action Agency Board Business

4. Approve minutes from the 2/15/2023 Regular Meeting (Attachment A) – All
Action: M/S/C (Behm-Steinberg/Sood) to approve the minutes.
Vote: Ayes – Behm-Steinberg, Zou; Noes – None; Abstain – None; Absent – None.

5. Review City of Berkeley Single Audit for FY 2022 (Attachment B) – All
 No action taken.
6. Review City of Berkeley funded agency Program and Financial reports (Attachment B) — Staff
 - a. Through The Looking Glass program and financial reports
 No action taken.

Other Discussion Items

7. Discussion and possible action on holding a concurrent meeting with the Commission on Disabilities regarding action items of mutual interest, including but not limited to road plans; integral universal design planning and oversight; and gaps and redundancies in existing service, as well as accessibility on the City's website and next steps when the City fails to comply with local, state, and or federal law – Behm-Steinberg
 No action taken.

Action: M/S/C (Behm-Steinberg/Zou) to move item no. 12 before item no. 8.
Vote: Ayes –Behm-Steinberg, Zou; Noes – None; Abstain – None; Absent – None.
8. Update and discussion about the City's current mechanisms for City employees and service providers to communicate (Attachment D) – Commissioner Behm-Steinberg
 No action taken.
9. Discussion and possible action regarding draft Council item “Requirements for Contracted Non-Profit Service Providers and Transparency of Grant Reports” – Commissioner Behm-Steinberg (Attachment E)
 No action taken.
10. Discussion and possible action regarding draft Council item “Eligibility for Service as a Representative of the Poor” – Commissioner Behm-Steinberg
 No action taken.
11. Discussion and possible action regarding draft Council item “Accessibility and Availability of Materials on City Website” – Commissioner Behm-Steinberg (Attachment F)
 No action taken.
12. Discussion and possible action for the letter of support for Center for Independent Living's action on Pathways STAIR Center - Commissioner Behm-Steinberg (Attachment G)

Action: M/S/C (Behm-Steinberg/Zou) to send the letter of support to Council with edits.

Vote: Ayes –Behm-Steinberg, Zou; Noes – None; Abstain – None; Absent – None.

13. Discussion and possible action regarding draft Council item “Accessibility Quality Assessment program to handle non-conforming public facilities and complaints from seniors and disabled people over substandard services or services not provided” (Attachment H)

No action taken.

14. Review latest City Council meeting agenda

No action taken.

15. Announcements

None.

16. Future Agenda Items

None.

Adjournment

Action: M/S/C (Behm-Steinberg/Zou) to adjourn at 8:30PM.

Vote: Ayes – Behm-Steinberg, Zou; Noes – None; Abstain –None; Absent – None.

Attachments

- A. Draft Minutes of the 2/15/2023 Meeting
- B. City of Berkeley Audit
- C. Program and financial reports from Through The Looking Glass
- D. Draft Council item “Project Wiki for City Staff and contracted agencies to share information”
- E. Draft Council item “Requirements for Contracted Non-Profit Service Providers and Transparency of Grant Reports”
- F. Draft Council item “Eligibility for Service as a Representative of the Poor”
- G. Draft Council item “Accessibility and Availability of Materials on City Website”
- H. Draft Council item “Accessibility Quality Assessment program to handle non-conforming public facilities and complaints from seniors and disabled people over substandard services or services not provided”

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addresses, and other contact information are not required, but if included in any communication to a City board, commission or committee, will become part of the public record. If you do not want your e-mail address or any other contact information to be made public, you may deliver communications via U.S. Postal Service or in person to the secretary of the relevant board, commission or committee. If you do not want your contact information included in the public record, please do not include that information in your communication. Please contact the secretary to the relevant board, commission or committee for further information. Any writings or documents provided to a majority of the Commission regarding any item on this agenda will be made available for public inspection at Housing and Community Services Department located at 2180 Milvia Street, 2nd Floor.

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Secretary:

Mary-Claire Katz
Health, Housing & Community Services Department
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mkatz@CityofBerkeley.info

Mailing Address:

Human Welfare and Community Action Commission
Mary-Claire Katz, Secretary
2180 Milvia Street, 2nd Floor
Berkeley, CA 94704



Human Welfare and Community Action Commission

DRAFT MINUTES

Wednesday, June 21, 2023

6:30 PM

PUBLIC ADVISORY: THIS MEETING WILL BE AVAILABLE TO ATTEND AT TWO DIFFERENT LOCATIONS.

MEETING LOCATION #1

Frances Albrier Community Center
2800 Park Street
Berkeley, CA 94702

MEETING LOCATION #2

1447 Kains Avenue
Berkeley, CA 94702

Preliminary Matters

1. Roll Call
Present: Behm-Steinberg, Kletz
Absent: Zou (excused)
Quorum: 2 (Attended: 2)
Staff Present: Mary-Claire Katz
Public Present: Maria Sol, Leah Gonzales
2. Agenda Approval
No agenda changes were made.
3. Public Comment
None.

Update/Action Items

The Commission may take action related to any subject listed on the agenda, except where noted.

Berkeley Community Action Agency Board Business

4. Review and approve the Community Action Plan Public Hearing and Approval of the 2024-25 Draft Community Services Block Grant Community Action Plan and Needs Assessment (Attachment A)
Action: M/S/C (Behm-Steinberg/Kletz) to approve the 2024-25 Draft Community Services Block Grant Community Action Plan and Needs Assessment with all subsequent public comments included.
Vote: Ayes – Behm-Steinberg, Kletz; Noes – None; Abstain – None; Absent – Zou (excused).

5. Approve minutes from the 4/19/2023 Regular Meeting (Attachment B) – All
No action taken.
6. Election of Low-Income Representatives
No action taken.
7. HWCAC Commission Seats Vacancies (Attachment C)– Chair and Staff
No action taken.
8. HWCAC Strategic Plan Update– Staff
No action taken.
9. Review City of Berkeley funded agency Program and Financial reports (Attachment D) — Staff
 - a. J-Sei program and financial reports
No action taken.

Other Discussion Items

10. Discussion and possible action on supporting the Commission on Aging’s communication regarding the Hopkins Corridor Reimagining (Attachment E) – Commissioner Behm-Steinberg
No action taken.
11. Discussion and possible action regarding appointments to the HWCAC (Attachment F) – Commissioner Behm-Steinberg
No action taken.
12. Discussion and possible action on holding hybrid commission meetings (Attachment G) – Commissioner Behm-Steinberg
No action taken.
13. Review latest City Council meeting agenda
No action taken.
14. Announcements
None.
15. Future Agenda Items
None.

Adjournment

Adjournment at 7:30PM.

Attachments

- A. 2024-25 Draft Community Services Block Grant Community Action Plan and Needs Assessment
- B. Draft Minutes of the 4/19/2023 Meeting
- C. Letter from David Knight of the California Community Action Partnership Association
- D. Program and financial reports from J-Sei
- E. Letter of Support for the Commission on Aging's communication regarding the Hopkins Corridor Reimagining
- F. Draft Council item regarding appointments to the HWCAC
- G. Draft Council item supporting hybrid commission meetings

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Human Welfare and
Community Action Commission

By-Laws Berkeley Community Action Agency

ARTICLE I

AGENCY NAME: The name of the agency shall be the Berkeley Community Action Agency (“Agency”) a component of the City of Berkeley government to be administered through the Housing and Community Services (“HCS”) Department and recognized by various funding sources to carry out the purposes and functions set forth in these By-laws. Official books and records of the Agency are on file at the HCS Department and are open to public inspection upon request to the Executive Director.

ARTICLE II

PURPOSE OF AGENCY: The mission of the Housing & Community Services Department is to produce, preserve and support affordable housing, especially for those residents who are low-income, homeless, seniors, disabled or have special needs and to provide community services disadvantaged residents need in order to fully participate in community life. This is achieved through the Department’s rehabilitation programs, enforcement of the Berkeley Housing Code in housing units, ongoing investigation of new housing and community development programs and financial opportunities, provision of weatherization services, provision of job training and employment opportunities, and operation of senior centers and nutrition programs. The Department promotes community development through administration of city contracts with a wide range of neighborhood based organizations that help people overcome poverty through housing, employment and training, childcare and youth, health, homeless and other needed services. The Department administers a supportive housing program for disabled homeless individuals and families and also administers a subsidized transportation program for seniors and disabled persons.

ARTICLE III

COMMUNITY ACTION AGENCY ADVISORY BOARD DEFINITION: The Berkeley Community Action Agency Advisory Board is an advisory board to the Berkeley City Council, established by resolution of the City Council and defined as the Human Welfare and Community Action Commission (“HWCAC”) in City Ordinance 3.78, and may be amended from time to time, and shall hold such powers as delegated by the City Council and the rules and regulations of the various funding sources.

ARTICLE IV

FUNCTIONS OF THE COMMUNITY ACTION AGENCY ADVISORY BOARD: The functions of the HWCAC as prescribed by City ordinance are:

- A. The commission shall function as the Board of the Community Action Agency as set forth in California Government Code Sections 12754 and 12756, the terms of which are incorporated herein by reference;
- B. Identify social welfare needs of the community and create a citizen awareness of these needs;
- C. Encourage improved standards of social welfare services, both public and private, and in so doing, encourage coordination and provide advice and assistance to organizations in the field of social welfare in the City; cooperate with regional organizations; encourage the development of programs designed to improve the social welfare of the community; within staff limitations, collect, maintain and interpret social welfare information and statistics for the use of citizen and organizations in the City;
- D. Identify social welfare standards made available by other social welfare agencies, provide public information with reference to such services, and within staff limitations, render a referral service;
- E. Advise the City Council on all matters affecting the social welfare of the community and its citizens;
- F. Render advice and assistance to other City boards and commissions, to City departments and to private agencies on matters of social welfare;
- G. Identify and study existing and potential areas of interracial friction and tension which are detrimental to the general welfare of the community, and to recommend corrective measures; to encourage and offer conferences and conciliation among groups and elements of the community who are seeking to arrive at voluntary solutions to such problems;
- H. Prepare such publications and results of study and research which will tend to promote good will and minimize or eliminate discrimination based on race, color, religion, national origin or ancestry. Such publications and results of study and research shall be issued and disseminated only after approval by the City Council;
- I. Receive private donations and administer any trust declared or created for any charitable or social welfare purpose, and supervise and direct the disbursement of any public funds which may be set apart or acquired all in the manner provided by the City Council;

J. Perform such other functions and duties as may be directed by the City Council or as may be directed by the City Council or prescribed or authorized by any ordinance of the City;

K. In prescribing the above duties and functions of the commission, it is not the intent of the council to duplicate or overlap the functions, duties or responsibilities heretofore or hereafter assigned to any other City board or commission or to a City board or commission or to a City department. As to such functions or responsibilities above set forth which are partially or wholly the responsibilities of another board or commission or of a department of the City, the commission will render assistance and advice to such board, commission or department as may be requested. (Ord. 6011-NS § 7, 1990)

ARTICLE V

BOARD COMPOSITION: The Community Action Agency Advisory Board of the Berkeley Community Action Agency as established by the City of Berkeley City Council shall be comprised as follows:

- A. Nine of the members shall be appointed by Berkeley City Council members, in accordance with the Fair Representation Ordinance.
- B. Six of the members shall be representatives of the poor, to be elected two from each of three districts as established by the City Council and shown on the map attached hereto, made a part hereof and marked "Exhibit A" (see Ch. 3.999).
- C. The community service block grant (CSBG) target area shall comprise the total area from which three election districts are drawn. Each district will have approximately equal numbers of poverty families utilizing data from the 1980 Census.
 - 1. Four of the nine members of the commission appointed by the council shall be members or officials of business, industry, labor, religious, welfare, education, or major groups and interests in the community, as required by California Government Code Sections 12736(e), 12750(a)(2), and 12751, the language of which is incorporated herein by reference.
 - 2. Representatives of private sector organizations shall be empowered to speak and act on behalf of the organizations he/she represents in connection with the board's business. (Ord. 6011-NS § 1, 1990)

ARTICLE VI

ELECTIONS FOR REPRESENTATIVES OF THE POOR.

SECTION 1: Elections for representatives of the poor shall be held biennially in the month of November in the even numbered years. Said election shall be in accordance with procedures as may be adopted by the City Council.

SECTION 2: Elections for representatives of the poor shall not be held on the day of general elections.

SECTION 3: If there are no qualified candidates in a district, the remaining representatives of the poor, acting alone, shall select a person to fill the vacancy until the next election, at which time the vacancy shall appear on the ballot to fill any existing and remaining unexpired term. The name of the selected representative shall be submitted to the City Council for confirmation. Qualification for candidacy for representatives of the poor shall be in accordance with federal and state guidelines, and include residency within the district from which the representative is elected or selected.

SECTION 4: For all elections beginning with 1990, the persons receiving the highest number of votes in each district will serve as that district's representative, and the person receiving the second highest number of votes as that district's alternate, both serving in such respective capacities for four year terms. An alternate will serve only in the absence of the principal and shall have full voting rights when serving in such capacity. (Ord. 6011-NS § 8, 1990)

ARTICLE VII

RESPONSIBILITY OF COMMUNITY ACTION AGENCY ADVISORY BOARD:

The HWCAC shall have the responsibility to implement all provisions of these By-laws and further make recommendations to the Berkeley City Council in accordance with its functions as outlined in Article IV. Specifically, the Board shall:

- Approve Amendments to By-laws;
- Support Agency compliance with conditions of relevant grants;
- Select Officers of the Board;
- Ensure that composition of the Board Committees fairly reflects the composition of the Board;
- Any other powers as delegated by the Berkeley City Council.

ARTICLE VIII

TERMS OF OFFICE AND COMPENSATION FOR BOARD MEMBERS:

SECTION 1: The term of office of each elected member, other than specifically provided herein, shall be four years from the date of the elections; no person shall serve for more than two full elected terms, or eight years.

The term of office of each appointed member shall be as provided in B.M.C. 2.04.075. (Ord. 6225-NS § 1, 1993: Ord. 6011-NS § 2, 1990)

SECTION 2: Regular compensation for board members is not allowed. Those eligible members whose family income as filed jointly for Federal Income Tax purposes is below \$20,000 per year shall be entitled to receive stipend payments for compensation of expenses as set forth in City Council Resolution 64,745.

ARTICLE IX

ELECTION OF OFFICERS, TERM OF OFFICE:

SECTION 1: Officers. Unless otherwise provided by ordinance, officers are elected by the majority of the commission for a one-year term and hold office until their successors are elected or until their terms as members of the commission expire. No commissioner shall serve as chairperson for more than two consecutive years. The annual election of commission officers should occur during the month of February. The results of the vote should be publicly announced and the vote recorded in the minutes. Officers are:

- Chair
- Vice Chair

SECTION 2: Election of Officers. The chairperson and vice-chairperson shall be elected during the first quarter of each calendar year. An alternate may not serve as an officer of the board. New officers will take office in the following meeting.

SECTION 3: Term of Office. Elected Officers shall hold office for one year or unless their terms as members of the commission shall expire sooner and until their successors are elected. No commissioner shall serve as chairperson for more than two consecutive years.

ARTICLE X

DUTIES OF OFFICERS:

SECTION 1: Chair.

The chairperson performs the following duties:

- Presides at all meetings of the commission and ensures that the work of the commission is accomplished. To this end the chairperson must exert sufficient control of the meeting to eliminate irrelevant, repetitious or otherwise unproductive discussion. At the same time the chairperson must ensure that all viewpoints are heard and are considered in a fair and impartial manner.
- Appoints commission members to temporary subcommittees subject to the approval of the commission.

- Approves the agenda prior to distribution.
- Signs correspondence on behalf of the commission.
- Represents the commission before the City Council with the approval of the commission.
- Approves and signs commission reports to Council as prepared by the secretary.
- Performs other duties necessary or customary to the office.

SECTION 2: Vice Chair. In the absence of the chairperson or his/her inability to act, the vice chairperson presides in place of the chairperson.

ARTICLE XI

VACANCIES.

SECTION 1: Vacancies on said commission shall be filled in accordance with the provisions outlined in Article V herein. Vacancies on the board shall result when a member notifies the City Clerk of his/her resignation, or when an elected board member moves and establishes residence outside of his/her election district.

SECTION 2: When the position of an appointed board member is vacant, the original appointing councilmember shall fill the vacancy, the new appointee serving to finish the unexpired term of the appointment. Vacancies in any elected commission position shall be filled by an appropriate elected alternate; when no alternate is available, the vacancy shall be filled by the remaining elected commission members, who shall recommend to the council the person to fill out the term of the appointment.

SECTION 3: An elected member of the commission shall also be removed when he/she is absent from three consecutive regular meetings of the commission. After a member has been absent from two consecutive regular meetings, the secretary advises the member that absence from three consecutive meetings of the commission will result in automatic termination. There is no provision for excused absences. Within one week of the third consecutive absence the commission secretary notifies the City Clerk of the three absences. The appointment expires on the date the fact of the third absence is reported to the City Clerk. Within one week the City Clerk notifies the commission member that his/her term has expired and the councilmember or council, as appropriate, that a vacancy exists on the board and that an appointment should be made to fill such vacancy. (Ord. 6011-NS § 3, 1990)

SECTION 4: A member of the commission may take a temporary leave of absence of up to three months in duration, during which time a temporary vacancy shall exist.

During the period of such temporary vacancy in an elected position, the elected alternate shall serve in the place of the regular representative. If there is no alternate for the commission member, a temporary appointment shall be made by the remaining representatives of the poor. During the period of such temporary vacancy in an appointed position, the appointing councilmember upon proper notice may make a temporary appointment leave of absence, the member shall automatically resume full membership on the board to the end of his/her term. (Ord. 6011-NS § 4, 1990)

ARTICLE XII

QUORUM:

SECTION 1: A quorum shall be one member more than fifty percent of the non-vacant seats on the commission.

SECTION 2: If it is known that a quorum will not be achieved in advance of the meeting, the secretary will notify all members that the meeting will be canceled. No absence will be recorded against any member.

SECTION 3: If at any meeting of the Board, there should be less than a quorum present after thirty (30) minutes of the scheduled starting time, the meeting may be adjourned. Any rescheduled meeting date must meet the Brown Act requirements for public notice of meeting.

SECTION 4: Per Resolution No. 63,949-N.S., the Board Secretary shall submit an information report to the City Council whenever a commission cancels two consecutive meetings for lack of quorum.

ARTICLE XIII

MEETINGS AND ATTENDANCE.

SECTION 1: The commission shall establish a regular place and time for meeting. All meetings shall be noticed as required by law and shall be scheduled in a way to allow for maximum input from the public. The frequency of meetings shall be as determined by City Council resolution. The scheduling of special meetings in addition to those established by City Council resolution, except special meetings that take the place of cancelled regular meetings, shall be subject to approval by the City Council. A request for a special meeting shall include the reason for the proposed meeting and should be expedited on the City Council's agenda, or in the alternative, placed before the Agenda Committee for approval.

SECTION 2: If a member has been absent from two consecutive regular meetings, the secretary advises the member that absence from three consecutive regular meetings of the body will result in automatic termination.

SECTION 3: The secretary of each commission shall report the full attendance record of each member to the City Clerk at the end of each six-month period (June 30 and December 31) on a form available from the City Clerk. If a commission member has been absent from 50% or more of all regular meetings held within the reporting period, the secretary shall note this on the attendance report, and the appointment of the commissioner shall expire on the date the attendance is reported to the City Clerk. Within one week after receiving such attendance report, the City Clerk shall notify any commissioner whose appointment has been terminated and report to the appointing Councilmember, or Council, that a vacancy exists and that an appointment should be made to fill the vacancy.

SECTION 4: Where it appears that there will be sufficient members to hold a meeting but at the actual time of the meeting a quorum cannot be assembled and the meeting is canceled, those members who are absent will have an absence counted against them. Commissions may adopt a rule establishing a maximum time those present will wait for a quorum, prior to canceling the meeting.

SECTION 5: Minutes shall be recorded for all meetings and include a record of votes on all motions.

SECTION 6: Agenda, board minutes and notice of date, time and place of meeting must be mailed and/or e-mailed to board five (5) calendar days prior to scheduled board meeting.

SECTION 7: Rules of Order. The rules of order in Robert's Rules of Order, Revised, shall govern all Board meetings and committee meetings, except in instances of conflict between Robert's Rules of Order and the By-laws of the Board, the By-laws shall take precedence.

ARTICLE XIV

COMMITTEES

SECTION 1: All committees and subcommittees of this commission shall fairly reflect the composition of the commission. (Ord. 6901-NS § 1, 2006: Ord. 6011-NS § 5, 1990)

SECTION 2: The Commission or Chairperson, with the confirmation of the commission, may appoint several of its members but fewer than the existing quorum of the present body to serve as a temporary subcommittee. Only commission members may become members of the subcommittee, however, the commission may seek input and advice from the community. Subcommittees must be reviewed annually by the commission to determine if the subcommittee is to continue.

SECTION 2: Subcommittees make recommendations only to the parent commission. Subcommittee recommendations must be adopted by the parent commission before they can be forwarded to Council. A subcommittee may not represent the parent commission before the Council or other bodies unless it has first received the authorization of the parent commission to do so.

SECTION 3: Subcommittees shall conduct their meetings in public and in accessible locations except where the City Manager has determined that such a meeting would be authorized by law to be held in closed session. Agendas for subcommittee meetings are required by the Brown Act to be posted the same as the agendas for commission meetings; Agency Staff, including the appointed secretary, are not required to attend or take minutes at meetings of subcommittees.

ARTICLE XV

RECOMMENDATIONS OF THE COMMUNITY ACTION AGENCY ADVISORY BOARD. The Agency Executive Director shall appoint a Secretary to the Community Action Agency Advisory Board who shall be responsible for forwarding, in writing, all recommendations and other such communications as director by the Board, which may require action by the Berkeley City Council.

ARTICLE XVI

CONFLICT OF INTEREST

All members of the Community Action Agency Advisory Board shall abide by Section 36 of the Berkeley City Charter, and Berkeley Municipal Code 3.64, which further clarifies Section 36 of the Berkeley City Charter. The City Charter and BMC Chapter 3.64 prohibit a commissioner from having an interest in any work or business of the City if the commission of which he/she is a member has had any role in influencing the making of the contract. The commissioner must disclose his/her interest, the minutes of the commission must reflect this disclosure, and the individual commissioner must disqualify himself/herself from participating in any manner either directly or indirectly in making or influencing any decision related to the contract.

ARTICLE XVII

AMENDMENTS

These Bylaws may be amended when necessary by a two-thirds majority of the Board of Directors. Proposed amendments must be submitted to the Secretary to be sent out with regular Board announcements.

These Bylaws were approved at a meeting of the Board of Directors of the Berkeley Community Action Agency (the Human Welfare and Community Action Commission) on July 21, 2010.

Praveen Sood

HWCAC Chair

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**CITY OF BERKELEY
COMMUNITY AGENCY STATEMENT OF EXPENSE
01/01/2023 TO 03/31/2023**

Note: Any variation from the Approved Budget exceeding ten percent (10%) requires a Budget Modification Form.

Agency Name: [J-Sei](#) Contract #: [31900264](#)
 Program Name: [Senior Services](#) PO #: [22000514](#)
 Funding Source : General Fund

Expenditure Category	Staff Name	Approved Budget	Jul-Sep 2022	Oct-Dec 2022	Jan-Mar 2023	Apr-Jun 2023	Total Expenditure	Budget Balance
Case Manager Bilingual	Choose	\$4,110.00	\$1,028.00	\$1,028.00	\$1,028.00		\$3,084.00	\$1,026.00
Senior Nutrition Manager	Choose	\$5,000.00	\$1,250.00	\$1,250.00	\$1,250.00		\$3,750.00	\$1,250.00
TOTAL		\$9,110.00	\$2,278.00	\$2,278.00	\$2,278.00		\$6,834.00	\$2,276.00

Advances Received [\\$4,555.00](#)
 Underspent/(Overspent) [\(-\\$2,279.00\)](#)

Explain any staffing changes and/or spending anomalies that do not require a budget modification at this time:

Upload of Resumes for New Staff (required):

- Expenditures reported in this statement are in accordance with our contract agreement and are taken from our books of account which are supported by source documentation.
- All federal and state taxes withheld from employees for this reporting period were remitted to the appropriate government agencies. Furthermore, the employer's share or contributions for Social Security, Medicare, Unemployment and State Disability insurance, and any related government contribution required were remitted as well.

Prepared By: [Diane Wong, Suzanne Otani](#) Email: diane@j-sei.org, suzanne@j-sei.org Date: [05/02/2023](#)
 Authorized By: [Diane Wong](#) Email: diane@j-sei.org
 Name of Authorized Signatory with Signature on File

Approved By: Mary-Claire Katz 05/10/2023 Project Manager Date	Examined By: _____ CSA Fiscal Unit Date	Approved By: _____ CSA Fiscal Unit Date
--	--	--

Initially submitted: May 2, 2023 - 11:19:58

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City of Berkeley Housing & Community Services Department
 2180 Milvia Street
 Berkeley, CA 94704
 Contact: Joshua Oehler, joehler@cityofberkeley.info 510.981.5408

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Program: Senior Services
 Agency: J-Sei

**City of Berkeley
 Community Agency
 CLIENT CHARACTERISTICS REPORT**

Contract No: 31900264

This Report Due: **Jan 31, 2023**

Agency: J-Sei
 Program: Senior Services
 Phone: 510-654-4000
 Period of: **1st Half 2023**
 Prepared By: Diane Wong
 E-mail: diane@j-sei.org

1. CLIENT SUMMARY - 1st Half

	1st Half	YTD
A. Total New Clients Served by the Program (Berkeley and Non-Berkeley)	206	206
B. Total New Berkeley Clients Served for Whom You Were Able to Gather Statistics on Age, Race/Ethnicity, and Income:	78	78
C. Total New Berkeley Clients Served for Whom You Were NOT Able to Gather Statistics on Age, Race/Ethnicity, and Income:	128	128
D. Total New Berkeley Clients Served:	206	206

2. DEMOGRAPHIC DATA

RACE - Unduplicated Count	Previous Periods		Report Period		Year-To-Date	
	Non-Hispanic	Hispanic Ethnicity	Non-Hispanic	Hispanic Ethnicity	Non-Hispanic	Hispanic Ethnicity
Single Race Categories						
American Indian/Alaskan Native	0	0	7		7	0
Asian	0	0	42		42	0
Black/African American	0	0	3		3	0
Native Hawaiian/Pacific Islander	0	0	15		15	0
White	0	0	11		11	0
Combined Race Categories						
American Indian/Alaskan Native & White	0	0	0		0	0
Asian & White	0	0	0		0	0
Black/African American & White	0	0	0		0	0
American Indian/Alaskan Native & Black/African American	0	0	0		0	0
Other Combined Race Categories	0	0	0		0	0
TOTALS	0	0	78	0	78	0
TOTAL SERVED			78		78	

3. INCOME LEVEL

Income Level - Unduplicated Count	Previous Periods	This Period	YTD
Poverty	0	25	25
Poverty to 30% of AMI (Ex. Low)	0	15	15
31-50% of AMI (Low)	0	10	10
51-80% of AMI (Moderate)	0	22	22
Above 80% of AMI	0	6	6
TOTALS	0	78	78

[View AMI Table](#)

4. AGE

Age - Unduplicated Count	Previous Periods	This Period	YTD
0-5	0		0
6-11	0		0
12-17	0		0
18-24	0		0
25-44	0		0
45-54	0		0
55-61	0	3	3
62 and Over	0	75	75
Unknown	0		0
TOTALS	0	78	78

5. OTHER CHARACTERISTICS

Other Characteristics - Unduplicated Count	Previous Periods	This Period	YTD
--	------------------	-------------	-----

Female	0	60	60
Male	0	18	18
Other	0	0	0
Disabled	0	78	78
Homeless	0	0	0
Chronically Homeless	0	0	0
Female Head of Household	0	44	44

6. SERVICE MEASURES

Service Measures	Annual Goal		1st Half		2nd Half			Served YTD		% Served	
	UOS	New Clients	UOS	New Clients	UOS	# of Existing Clients	New Clients	Total UOS ?	Total New Clients ?	UOS ?	Total Clients ?
***** Senior Services *****											
1 Respite/Socialization Days	6,250	241	3,624	206				3,624	206	58%	85%

Service Measure Definitions: [Hide](#)

Respite/Socialization Days	<p>J-Sei provides service approximately 250 days a year. Many activities are provided each day. The daily average of UOS is 45 activity units on any given day as detailed below. For the FY21-22 grant period, the total UOS will be 11,290 units a year.</p> <p>Case Management - home visits, assessments, escort, resource gathering and phone support approximately one hour every other week one-to one at client's home. Home Delivered Meals - hot nutritious Japanese lunch provided daily and client assessments average 5 minutes per meal delivery to client's home. Congregate Meals - hot nutritious Japanese lunch provided in J-Sei dining room Monday to Thursday. Socialization and meal 1 hour. Education - health/socialization/adult learning classes can be weekly or more periodic. Average ratio one teacher to 8 students in J-Sei class room. Transportation - round trip rides from home to center and grocery shopping. Rides 1 to 4 times/week. Average time 1.5 hours. Friendly Visitor - home socialization or outing with volunteer Friendly Visitor, one hour every week, one-to-one in client's home. Caregiver Registry - assessment and match senior to needed in-home care worker. 6 hours per match as needed, one-on-one in client's home and over phone.</p>
----------------------------	--

1st Half Narrative

J-Sei's senior nutrition and education/wellness programs continue to operate at a very high capacity exceeding prepandemic delivery numbers with case management, friendly visitor and caregiver registry programs running at usual levels. Due to covid surges in-person congregate dining has not been resumed but these clients are receiving home delivered meals. Transportation services have slowly ramped up but are not back to pre-pandemic levels. J-Sei has been offering more in person and hybrid special events and gatherings. It is very important to see seniors and to be able to offer early intervention and support whenever possible. However, seniors still have hesitancy to gather and the ease of online programs has reduced interest in face-to-face programming.

You have 229 characters left.

7. OUTCOMES

Outcomes	Annual Goal	1st Half Achieved Outcome	2nd Half Achieved Outcome	Achieved Outcome YTD	% Achieved Outcome of Annual Goal	% Achieved Outcome of Total Served
1 Clients avoid institutionalization	241	206		206	85%	100%
1 Clients participated in services related to client needs	241	206		206	85%	100%

1st Half Narrative

J-Sei has been successful in helping older adults maintain health and individual choice. A combination of in-person and online program options have met physical and emotional needs. In the second half of our contract year, J-Sei will provide more in-person options that include outdoor dining and presentations in front of our building. Outdoor tents and heaters have been purchased for this purpose. We also plan to combine enjoyable unique and affordable dining events paired with wellness programs to further engage seniors onsite. New technology will also be used to help more seniors attain desired content and to participate in educational programs. We envision seniors using J-Sei spaces like a public library where they can sit and read with our modest collection of books, as well as use our technology to browse or participate in J-Sei programs.

You have 140 characters left.

Upload Attachments: (Up to 10 documents can be attached)

[Click here to go to the Upload Documents page](#) (Your report will be saved)

8. PROGRAM SATISFACTION SURVEY

Question		Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree	Does Not Apply	I Do Not Understand This Question	Total Number of responses
1. I am satisfied with the services I have received from this program.	This Period						0		0
	Prior Periods								0
	Total	0	0	0	0	0	0	0	0
	% of Total	0%	0%	0%	0%	0%	100%	0%	100%
2. This program's staff treated me with respect.	This Period						0		0
	Prior Periods								0
	Total	0	0	0	0	0	0	0	0
	% of Total	0%	0%	0%	0%	0%	100%	0%	100%
3. This program helped me make progress towards my goals.	This Period						0		0
	Prior Periods								0
	Total	0	0	0	0	0	0	0	0
	% of Total	0%	0%	0%	0%	0%	100%	0%	100%
4. This program met my needs.	This Period						0		0
	Prior Periods								0
	Total	0	0	0	0	0	0	0	0
	% of Total	0%	0%	0%	0%	0%	100%	0%	100%
Additional Questions:									
5. Additional comments from consumers completing the survey	We conduct our surveys in May 2023 and will be able to complete this section in our final report.								

Select any additional questions (10 Max)

- As a direct result of participating in the program I have what I need to maintain my independence.
- As a direct result of participating in the program my overall health and wellness has improved.
- As a direct result of participating in the program I have what I need to remain housed.
- As a direct result of participating in this program my housing situation has improved.
- As a direct result of participating in the program I have an increased understanding of community resources and supports.
- As a direct result of participating in the program I have enhanced skills and/or knowledge.
- As a direct result of participating in the program I have what I need to achieve my educational goals.
- As a direct result of participating in the program I have what I need to reach my employment goals.
- As a direct result of participating in the program I feel more connected to my community.
- As a direct result of participating in the program I feel less isolated.
- As a direct result of participating in the program my legal rights have been protected.
- As a direct result of participating in the program I am better able to take care of my own needs.
- As a direct result of participating in this program I feel more financially secure.
- As a direct result of participating in the program,
- I certify that the City of Berkeley has approved this question as written

Update Questions

Report Submitted by: Diane Wong Date: 01/10/2023

Accepted by: Mary-Claire Katz Date: 01/16/2023

Report modified by:

Initially submitted: Jan 10, 2023 - 15:51:09

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To: Mayor Arreguin and City Councilmembers
(clerk@cityofberkeley.info)

From: Mary Behm-Steinberg, Chair, Human Welfare and Community
Action Commission

Re: Hopkins Corridor Reconsideration

Honorable Mayor and Councilmembers:

This letter is to strongly support the communications from the Commission on Aging and numerous neighborhood groups, such as the Berkeley Neighborhoods Council, as well as the input of Disability Commissioners. For your convenience, we are attaching the Commission on Aging's communication.

We are alarmed at the normalization of passing over the Commission on Disabilities and the HWCAC on issues that have a direct and potentially lethal impact on the diverse community of persons with disabilities, not just here, but on issues ranging from homelessness and housing safety and accessibility to the hiring announcement for the next disability coordinator. As the Commission on Disabilities is extremely understaffed right now and was obligated to cancel their last meeting, we are including language from the former chair of that Commission that further details our concerns:

We believe that the "City should comply with existing laws and best practices of complete streets AND support new projects with data, especially in regard to safety and evacuation routes for first responders and residents. At best in a disaster, the roadway will be chaotic. Not many will use bikes to leave an area and cars navigating a narrow, congested car lane will use cycle lanes to get out and away from danger. Moreover, as commissioners, it is our job to review data, documents, and input from a variety of sources to make recommendations.

The presentation by the City makes assumptions that were not supported by data or a report by the fire department (or disaster preparedness dept) as to an evacuation study of the Hopkins Corridor.

Additionally, without quick access to a vehicle or the ability to get access to individuals quickly, along with residential and commercial parking on side streets the onus for my thoughts is has the city done enough due diligence in the Hopkins project that before and in a disaster all the emergent people and needs of residents will work. I am not comfortable looking at street measurements and listening to staff utterances that something will work but then in the next

breath saying that they have no idea how disabled drivers will be able to get out of their vehicles safely because it was not on their radar. It all matters and residents need to have all the information to feel safe.”

We have found ample evidence for Commissioner Freeman’s concerns. In addition to the letter and evidence presented by the Commission on Aging and Commissioner Freeman’s testimony and additional evidence, we are including an article from the Los Angeles Times detailing how road diets were responsible for at least 87 deaths (870 were still missing at the time of the report): <https://www.latimes.com/local/california/la-me-linparadise-evacuation-road-20181120-story.html>).

Moreover, we are concerned that there is ample evidence that plans such as this actually impede emergency vehicle progress, and endanger the lives of both first responders and bicyclists, who have nowhere to go when it’s necessary to make way for emergency vehicles. In fact, there is documentary evidence where a similar plan on a road with similar importance for evacuation was altered in Eagle Rock, (LA County), as well as other localities in the greater LA Area. The results are shown in the following video:
<https://www.youtube.com/watch?v=qaA6EvIAQrs>

Councilmember Kesarwani’s office confirmed to me that they did not, in fact, have any hard data concerning the normal throughput of the roads, so it appears to us that once again, adequate data and consideration of local conditions is lacking in this and other decisions, and we are concerned that Farid Javandel, the former head of Transportation, is gone under unknown circumstances following making what were considered misleading comments to Council (<https://www.berkeleyside.org/2023/05/16/berkeley-farid-javandel-transportation-division-hopkins-investigation>).

The results of such poor planning and oversight are easy to see locally as well, when one considers what happened with attempts to narrow Milvia Street:
<https://www.berkeleyside.org/2022/02/03/berkeley-milviastreet-bike-barriers>.

Though this article cites problems for delivery trucks, we can’t help but wonder how this would affect the egress of emergency vehicles such as ambulances and fire trucks as well. If there are any vehicles you don’t want to slow, they are emergency response vehicles, as minutes can cost lives. We are grateful that the Disaster Fire and Safety Commission is addressing the need to more carefully consider modifications to essential roads for evacuation, and wish to pass on the following video with scenes from the aforementioned 2018 fire in Paradise, California, as well as evidence of risks to emergency vehicles, as well as bicyclists:
<https://www.youtube.com/watch?v=qaA6EvIAQrs>

In addition to the above concerns, we echo concerns about the ability of disabled drivers and passengers to safely exit in a wheelchair; safe use of modified streets by seniors and other

people with mobility limitations(including parents of children still in strollers, especially while shopping); and the health of local businesses, among others.

We understand the realities of trying to legislate for climate emergency as well as the competing desires of a diverse population, but the reality is that if the solutions the City proposes for climate change are not universally and safely accessible, the City is in fact violating the basic civil and human rights of many of its most vulnerable citizens, and, in a real-time evacuation crisis, the population at large.

Moreover, there is a solution to satisfy bicyclists' needs in the use of Rose St. instead of Hopkins as a bike thoroughfare, which is plenty close to the businesses the bike lobby is seeking access to, and is far less of a risk to those needing emergency services or to evacuation efforts. Moreover, the numerous people who testified at earlier hearings that changes to Hopkins threatened their ability to retain disability attendants and access to a van would retain access to their most basic needs.

Seeing as multiple attempts by at least one Disability Commissioner to influence the findings of the Transportation Commission were to little avail, we can't express strongly enough how important consideration of these issues, even at this late date, are and continue to be. We therefore urge that planning include disability concerns from the outset, to avoid needless injury and suffering and to enhance cost effectiveness to taxpayers.

Sincerely,

Mary Behm-Steinberg
Chair, Human Welfare and Community Action Commission

To: City Council From: Commission on Aging Re: Hopkins Corridor Reconsideration

Mayor and Councilmember's,

As regards the reconsideration of the Hopkins corridor project, after examining the situation, receiving much public comment from Berkeley's Elder population (as well as a number of younger citizens) and gathering information from individual commissioners who've attended various public meetings focused on the issue, the Commission on Aging's recommendation is that there should be very little change to the Hopkins corridor from Mc Gee St to San Pablo Ave.

We strongly feel that the simple repaving of the corridor should move forward, but that an investment should be made in a few relatively minor additions. Those additions are:

1. A stop sign on Hopkins at McGee St.
2. A signal at the corner of Monterey and Hopkins that allows for pedestrian crossing (as well as cyclists who choose to dismount their bikes) for an extended period in all directions at once, including diagonally.
3. Signage and pavement markings that encourage the use of Ada St. for through east-west cycling.
4. A highly visible "Hawk" signal at the corner of Sacramento and Ada. As supplement to these additions the Commission also considered these possibilities:
5. Making Ada St. one way running to the east from Ordway to Sacramento for safer cycling while preserving residential parking.
6. A protected bike lane from Ordway to the Ohlone Greenway on the south side of Hopkins.
7. A stop sign at the corner of Ordway and Hopkins.
8. Designated areas near the corner of Hopkins and Monterey where cyclists can safely park and lock their bikes. 9. Designating the area as a historical district, installing signage indicating this and imposing a 15 mph speed limit in the area. _____

The Existing Situation: The commercial strip near the corner of Hopkins and Monterey was built out many years ago near what has become somewhat of a transportation bottleneck over those years as automobile traffic predominately from Gilman and Sacramento Streets has increased. That said, even during rush hour the combination of through traffic, the local traffic generated by the long-lived shops and markets as well as pedestrian traffic and the needed parking process remains manageable in this vibrant area. As far as bicycle traffic goes, through traffic seems to be predominately choosing various alternative, arterial routes to avoid the area closest the most dangerous intersection - the intersection of Hopkins and Sacramento. For example, those coming down Monterey St. will take Posen to Peralta to access the Ohlone Greenway or areas further west. Those trying to reach North Berkeley Bart will turn left at Monterey (or McGee) and

simply continue on California St., a designated bicycle boulevard. As far as bicyclists visiting the shops goes, there is very little impediment for doing so from anywhere east of Sacramento St. or south of Hopkins. Access from the remaining quadrant is compromised by the busy stretch of Hopkins from Gilman to Monterey and, equally important, by Gilman Street itself which is narrow and highly congested along its entire run. (See CoA's 3, 4, 5 and 7 above).

Community input and CoA concerns regarding currently proposed new development: The vast majority of input the CoA has received regarding the Hopkins Corridor Project from our elder (as well as number of younger) citizens has essentially taken an "if it isn't broken, don't fix it" point of view. In addition, there is also a widespread sense of exasperation that this position has been characterized as indicative of an incaltrant and fearful resistance to change that is part and parcel of the aging process. Having examined the situation as a commission, we generally agree with that position on the corridor and certainly share the indignation at the agist characterization. Indeed, though there may be a disproportionate number of elders who have spoken out against the Hopkins Corridor Project, elders are certainly not the only ones raising objections, just the most vocal, and perhaps aren't even the majority of those holding that position. This attempt to sway public opinion using the characterization of "old-person thinking" is particularly alarming to the CoA and a serious threat to the health and well being of the entire community.

The resistance in this instance is not simply "resistance to change" nor is it out of animosity to bicycle riders or bike lanes. Indeed, CoA commissioners (and many who have made public comment to it) applaud bicyclists' good sense from both the individual health and fighting climate change angles and support protected bike lanes to ensure their safety wherever practical. Instead it is resistance to the imposition of poorly thought through and narrow minded change that results in public policies that do more harm than good. In this case, the long-lived Hopkins Corridor business district currently remains a healthy and economically high functioning area for nearby residents and locally-based businesses both. The commerce there not only serves those nearby residents but draws in a large number of patrons from adjoining neighborhoods and those further afield even though it has the limited access of a different era. The small business district lacks the "convenient access" and "ample parking" of more modern strip malls or large stores or even our own Elmwood District which is in a much more highly-traveled area and more supported by off-street parking. Despite this, the businesses continue to draw a large number of regular customers, a large number of which are elder or soon to be elder - Berkeley's older population is growing rapidly as established residents age into that demographic. To the CoA's observation, the current amount of curbside and lot parking is by and large adequate. The patrons of the businesses know that there will be times when near in parking will be readily available and other times when it is so crowded they will need to circle round and round or, for the more hale, spill out further into the adjoining neighborhoods. Some of this is just hit or miss, but in general this follows a pattern during the day and patrons have adapted accordingly as have the neighborhood residents.

Of course this functional balance can be thrown off a bit by inclement weather, whether rain or extreme heat, resulting in more overcrowding at times and it can take a few days for things to "return to normal", but, again, current parking is adequate. Indeed, if anything a bit more curbside and lot parking is needed if these businesses want to grow appreciably. As far as

patrons arriving on bicycles go, as mentioned above there are currently few impediments to doing so from most directions though out of prudence less experienced riders might want to dismount and effectively become pedestrians in the busiest sections. The riders, though, could use more space to park and lock their bikes. (See CoA's 8 above.) For those arriving on foot, yes, crossing at the corner of Hopkins and Monterey can be trying and pedestrians need to be careful, but is currently doable and to the best of the CoA's knowledge there have been few pedestrian/auto accidents reported in the two blocks of the Hopkins Business District proper over the years. That elders in particular might currently prefer to park on the south side of Hopkins for safety's sake is quite understandable though. (See CoA's 1, 3, 8 and 9 above).

Internal Rational behind the CoA's objection to the current proposal:

In accordance to previous discussion by the CoA as well as examination of newly arriving public comment, objections to the current proposal generally fall into two interrelated categories: equitable access to the area as tied to the health of the existing businesses and general public safety.

- 1) Equitable access / health of existing businesses: Put simply, curbside and lot parking is currently far from ample, but just barely adequate for the current level of commerce in the district. The removal of any curbside parking will reduce the access to the businesses for those who come by car and this has a disproportionately negative effect on the elder and mobility limited population who are understandably more dependent on private vehicles.

The same is true for anyone who comes from a distance not reasonably walkable or bikeable or served by frequent and convenient public transportation. In addition, patrons of the businesses that make purchases that can't be easily carried away or put in a bicycle's basket will be seriously discouraged from frequenting the area - such patrons account for the lion's share of the area's business. Building a two-way bike lane that will remove a large amount of that parking - especially the close in parking favored by those with strength and mobility issues prefer - will inevitably damage the businesses and the community both. As far as bicycle access goes, as mentioned above there are currently few serious impediments for cyclists to frequent the businesses in the area itself except for one quadrant and options other than the proposed bike lanes can address this. (See CoA's 3, 4, 5 and 7 above).

That somehow the increased bicycle traffic will make up for loss business due to the loss of parking seems unlikely given that these won't appreciably increase the existing access. Again, there is little stopping cyclists from frequenting the area now. That the proposed bike lanes could provide a better through route for cyclists is true, but that the possible "stopping along the way" by those who have "discovered the area" could make anything more than a small dent in that loss seems very, very unlikely in this instance.

- 2) Public Safety For anyone standing at the corner of Gilman and Hopkins and looking up and down the streets, it is quite clear - especially during rush-hours - that for public safety's sake the last thing these sections of roadway need are more rolling vehicles even

if all street parking were removed and the bicycles and EPTDs are separated from the automobile traffic by protected lanes. Add to this the pedestrian traffic in the area concentrated at the corner of Hopkins and Monterey and the public safety concerns are ratcheted up greatly. The intersection and its adjoining sections of roadway simply were not built to safely accommodate this level of congestion - too many things for all involved to watch out for - and this clearly evident safety problem will in all likelihood be exacerbated for the foreseeable future as the automobile traffic becomes greater due to the push to increase population density in the Bay Area. Though getting the citizenry out of cars and onto bicycles will help solve this intractable problem, the speed of this change is unlikely to even keep pace with that growth until considerable public funds are dedicated to improving local transportation infrastructure - the automobile provides us all the freedom to go to the market in the rain, to drive over to a friend's house across town in the dark for a dinner party, to go to a Doctor's appointment in an adjoining City without spending half a day on public transportation, etc..

It will take a long, long while (if ever) for the citizenry to give this up. Given this, the CoA strongly believes it would be wiser to divert bicycle through-traffic away from that intersection and, as suggested above, use Ada St. instead. Skilled cyclists and EPTD riders will, of course, retain the right to ride with the flow of traffic through the area if they so choose.

There are also a number of other arterial routes on slower streets to be taken. As for crossing streets, cyclists uncomfortable in doing so can simply dismount and become pedestrians pushing their bikes aside them. In addition, the CoA has both received and been present at meetings where elder residents in particular have raised concerns about the behavior of cyclists, e-bike and - more often - e-scooter users. The battery assisted devices themselves are more troubling because they accelerate more quickly than bicycles, the E-bikes are quite heavy and both are more silent - it is hard to hear them coming, especially for those with hearing impairments. In the specific case of E-scooter riders, they tend to be younger, less cautious and - using our downtown area as example - often seem unaware that they are not allowed to ride on sidewalks.

The danger? A 45 year old could be knocked down by a scooter and recover in a few days. For even a healthy 75 year old, the healing time could take weeks. For the more impaired? - simply falling down can start a chain of events that can make this a "life altering injury". And in addition to all this, two individual commissioners have brought up concerns that were not previously discussed by the full CoA: 1. That there is an inadequate buffer zone between drivers exiting their cars and automobile traffic. The end result is that though the bike lanes may protect riders from being "doored", it puts drivers at greater risk of being hit by a car and that this is obviously and unacceptable trade-off.

2. That the Hopkins Corridor is a designated evacuation route and that this new configuration may compromise its effectiveness. To the best of this commissioner's knowledge the Berkeley Fire Department has not publicly addressed the issue and nor has the Disaster and Fire Safety Commission been asked to weigh in. This suggests an avoidance of the topic. Given these two concerns, it might be wiser to simply require cyclists and EPTD

ATTACHMENT B ATTACHMENT D HWCAC, 5/17/23, pg. 28 of 44 Internal users to dismount and walk their vehicles through the commercial area.

CoA conclusions and recommendation for future action: The CoA is fully aware of the existential threat to all of humanity due to climate change and of the need to change our transportation systems to address this. We are also aware of the part policy decisions from the local level all the way up to global agreements will play in this needed change. As stated above, the commission appreciates that encouraging bicycle and EPTD usage is part of this needed change and support investment in the infrastructure needed to move in this direction where and when appropriate. In this specific instance, we strongly believe the proposed plan is inappropriate for the reasons stated above and have accordingly made the recommendations at the beginning of this report to best serve the laudable goals of that proposal while addressing these concerns.

As far as future action goes, for years the CoA has suggested to the Transportation Commission that an integrated system of small shuttles buses on secondary streets be developed around town to reduce car usage, but it seems to have fallen on deaf ears. Tellingly, in the City's Vision 2050 Framework shuttle buses appear twice in the narrative "A Street Corner View of Berkeley in 2050", but to the best of the CoA's knowledge no actual proposals or even feasibility studies have been made to support this truly progressive infrastructure change.

George Porter
Chair, Commission on Aging



Human Welfare and Community Action Commission (HWCAC)

ACTION CALENDAR

June 21, 2023,

To: Honorable Mayor and Members of the City Council

From: Human Welfare and Community Action Commission (HWCAC)

Submitted by: Mary Behm-Steinberg, Chair, HWCAC

Subject: Eligibility for Service as a Representative of the Poor

RECOMMENDATION

Adopt first reading of an Ordinance to allow Representatives of the Poor to come from any location in Berkeley, and requiring them to be in a low-income category.

CURRENT SITUATION AND ITS EFFECTS

City code currently mandates that six Representatives of the Poor be included on the commission, as follows:

“B. Six of the members shall be representatives of the poor, to be elected two from each of three districts as established by the City Council and shown on the map attached hereto, made a part hereof and marked "Exhibit A" (see Ch. [3.999](#)).

C. The community service block grant (CSBG) target area shall comprise the total area from which three election districts are drawn. Each district will have approximately equal numbers of poverty families utilizing data from the 1980 Census.”

The Commission is responsible for review of CSBG grants, and one of the terms of that review is participation of the aforementioned Representatives of the Poor.

June 21, 2023,

In spite of the best efforts of commission members, we currently have no Representatives of the Poor, and we have willing candidates from outside of the current poverty districts. While we may be able to elect two representatives from the current poverty district, state law requires six. Moreover, while CSBG grant target areas have traditionally been in the current poverty districts, projects such as Project Homekey have shifted potential projects to other areas of the City.

Moreover, according to recent attached correspondence, dated May 9, 2023 from CalCAPA’s David Knight, we have funding that is at imminent risk of loss.

Whereas participation of representatives of the poor is essential for compliance with the terms of grants that the City depends on; and

Whereas homeless and low-income individuals are now being placed in areas outside of the traditional poverty districts; and

Whereas representatives of the poor have been significantly underrepresented on the commission, potentially putting City funding at risk; and

Whereas there are low-income community members residing outside of the poverty districts who have an interest in serving in these positions

We recommend that membership as a representative of the poor be opened up to community members from anywhere in Berkeley who also qualify as low-income or below, to be grandfathered in so that any current representatives of the poor who qualified under the old guidelines and wish to continue may serve out their terms.

ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

None

CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)

None

RATIONALE FOR RECOMMENDATION

The Commission needs a larger pool of potential candidates in order to fill the seats as legally mandated.

June 21, 2023,

ALTERNATIVE ACTIONS CONSIDERED

We have already recruited under the current guidelines, without success. There are willing low-income participants outside the poverty districts, so this appears to be the most logical course of action to ensure that the needs of the poor are represented and the City is in compliance with the law.

CITY MANAGER

The City Manager has not taken a position on this item

CONTACT PERSON

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City of Berkeley

Housing and Community Services

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ORDINANCE NO. 3.78.010

ELIGIBILITY FOR SERVICE AS A REPRESENTATIVE OF THE POOR IN THE
HUMAN WELFARE AND COMMUNITY ACTION COMMISSION

BE IT ORDAINED by the Council of the City of Berkeley as follows:

Section 1. That Berkeley Municipal Code Section **3.78.010 sections B and C** are amended to read as follows:

B. Six of the members shall be representatives of the poor, who shall be ~~elected~~ individuals residing anywhere within City limits who are low income or below, or who have had significant lived experience in poverty, such as homelessness.

C. The CSBG target area is no longer limited to the former poverty districts drawn according to the 1980 census because the community of individuals in poverty are now spread into a wider area of the community as a result of placement of homeless individuals into residence hotels and RV parking, along with other programs, into other geographical areas.

Section [Number. Single-click and type] . Copies of this Ordinance shall be posted for two days prior to adoption in the display case located near the walkway in front of the Maudelle Shirek Building, 2134 Martin Luther King Jr. Way. Within 15 days of adoption, copies of this Ordinance shall be filed at each branch of the Berkeley Public Library and the title shall be published in a newspaper of general circulation.



Human Welfare and Community Action Commission (HWCAC)

ACTION CALENDAR

June 21, 2023,

To: Honorable Mayor and Members of the City Council

From: Human Welfare and Community Action Commission (HWCAC)

Submitted by: Mary Behm-Steinberg, Chair, HWCAC

Subject: Reestablishment of Hybrid Commission Meetings

RECOMMENDATION

Adopt first reading of an Ordinance to allow hybrid participation in Commission and Committee meetings

CURRENT SITUATION AND ITS EFFECTS

Prior to the pandemic, a number of disability advocates advocated for remote access to Commission meetings. While the City has returned to in-person only meetings for Commissions, City Council meetings continue to be held in a hybrid format, allowing for participation by all and access not only for persons with disabilities, but also seniors; caregivers; and anyone working hours that preclude direct participation.

With the pace of change the City is currently undergoing, it is vital that no one be left behind, and hybrid Council meetings prove that this is achievable even under the Brown Act as currently written.

Moreover, this is easily achievable with nothing more than a laptop and an appropriate zoom license, so we see no reason why the same openness and transparency cannot be made available for all City meetings.

June 21, 2023,

Whereas participation in public meetings is a fundamental civil right of all citizens;

Whereas participation in Council meetings is already available on a hybrid basis;

Whereas many of the most vulnerable people in the City, whether through disability; homelessness; age; caregiver status; or having to work an excessive number of hours or participate in meetings being held simultaneously preclude participation by interested parties in critical events of particular concern;

We recommend that Commission meetings be made available on a hybrid basis as soon as possible

ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

The possibility of elimination of carbon emissions through extra car trips, which are often necessary for disabled people when bus lifts aren't functioning consistently

CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)

None

RATIONALE FOR RECOMMENDATION

Public meetings are intended to be accessible for all. This will allow more participation from underrepresented groups.

ALTERNATIVE ACTIONS CONSIDERED

We have already proven during the pandemic that this is achievable, and the only alternative we have seen other than amending the Brown Act at the state level is the status quo, which does not work for many. This is especially true as some members of the community have extreme autoimmune deficiencies and are still not able to participate in person due to ongoing COVID concerns.

CITY MANAGER

The City Manager has not taken a position on this item

CONTACT PERSON

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Housing and Community Services

June 21, 2023,

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REESTABLISHMENT OF HYBRID COMMISSION MEETINGS

BE IT ORDAINED by the Council of the City of Berkeley as follows:

All Commission and Committee meetings, as well as town halls, shall be held in a hybrid format to enable the widest possible participation in local meetings on the same basis as current Council meetings.

Copies of this Ordinance shall be posted for two days prior to adoption in the display case located near the walkway in front of the Maudelle Shirek Building, 2134 Martin Luther King Jr. Way. Within 15 days of adoption, copies of this Ordinance shall be filed at each branch of the Berkeley Public Library and the title shall be published in a newspaper of general circulation.