

# MINUTES

## COMMUNITY SERVICES COMMISSION OF THE CITY OF LA HABRA

Wednesday, February 10, 2021

**PRELIMINARY:** These Minutes to be considered for approval on March 10, 2021.

Chair Laveaga called the Regular Meeting of the Community Services Commission to order at 6:35p.m. via Zoom teleconference call in La Habra, California.

**COMMISSIONERS PRESENT:** Felix, Garcia, Kempker, Laveaga, Schmidt, Surich

**OTHER OFFICIALS PRESENT:** Kelly Fujio, Director of Community Services, Kimberly Albarian, Community Services Manager, Catherine Villanueva, Child Development Manager, Miranda Cole-Corona, Housing & Economic Development Manager, and Susan Louie, Housing Specialist

**INVOCATION:** Chair Laveaga

**PLEDGE OF ALLEGIANCE:** Commissioner Surich

**I. PUBLIC COMMENTS:**

**II. CONSENT CALENDAR:**

MOVED BY Commissioner Surich, seconded by Commissioner Garcia and CARRIED 6-0, TO APPROVE THE COMMUNITY SERVICES COMMISSION MINUTES JANUARY 13, 2021. Said motion CARRIED by the following roll call vote:

AYES: Commissioners Felix, Garcia, Kempker, Laveaga, Schmidt, Surich

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

### **III. CONSIDERATION ITEMS**

#### **A. CHILD DEVELOPMENT**

Discussion, review, and approval of the Child Development Monthly Reports.

Recommendation: That the Community Services Commission discuss, review and approve the Child Development Manager's Monthly Status Report for Early Head Start, Cost Reimbursement Report, Monthly Program Report and CACFP Report.

Moved by Commissioner Kempker, seconded by Commissioner Felix, and CARRIED (6-0) TO APPROVE THE CHILD DEVELOPMENT MANAGER'S MONTHLY REPORT, THE HEAD START COST REIMBURSEMENT REPORT, THE MONTHLY PROGRAM REPORT AND THE CACFP REPORT.

Said motion CARRIED by the following roll call vote:

AYES: Commissioners Felix, Garcia, Kempker, Laveaga, Schmidt, Surich  
NOES: NONE  
ABSENT: NONE  
ABSTAIN: NONE

Moved by Commissioner Garcia, seconded by Commissioner Laveaga, and CARRIED (6-0) TO APPROVE THE 2020-2021 CHILD OUTCOME/CHILD ASSESSMENT, 1<sup>ST</sup> ASSESSMENT PERIOD REPORT AND ACTION PLAN.

Said motion CARRIED by the following roll call vote:

AYES: Commissioners Felix, Garcia, Kempker, Laveaga, Schmidt, Surich  
NOES: NONE  
ABSENT: NONE  
ABSTAIN: NONE

#### **B. COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM**

The Community Services Commission will review the CDBG subcommittee recommendation for FY 2021-2022. This recommendation will be forwarded to the City Council along with staff's recommendations for review during the Public Hearing.

Community Development staff gave a detailed report about the Community Development Block Grant Program. The City received proposals and applications for FY 2021-2022 CDBG funds allocated by the U.S. Department of Housing and Urban Development (HUD). All applications must meet one of the three National Objectives:

1. To benefit very low, low and moderate – income persons in La Habra
2. To aid in the prevention or elimination of slum and/or blight
3. To meet community development needs having a particular urgency (i.e. health and safety issues, natural disasters)

At the November 18, 2020 Community Services Commission meeting, the 2021-2022 Annual Action Plan Priority Needs was conducted. On January 13, 2021, the CDBG applicants were invited to give a three-minute presentation to the Community Services Commission via audio zoom. The City Council will conduct a public hearing on April 19, 2021 on the draft 2021-2022 Annual Action Plan. The actions of the City Council will be forwarded to HUD. Please see attached CDBG funding recommendation chart from staff and Commission.

Moved by Commissioner Kempker, seconded by Commissioner Schmidt, and CARRIED (6-0) TO APPROVE THE COMMUNITY SERVICES COMMISSION CDBG SUBCOMMITTEE RECOMMENDATION FOR \$680,000 OF PROPOSED FUNDING FOR 2021-2022.

Said motion CARRIED by the following roll call vote:

AYES: Commissioners Felix, Garcia, Kempker, Laveaga, Schmidt, Surich  
NOES: NONE  
ABSENT: NONE  
ABSTAIN: NONE

## **I. ADMINISTRATIVE MATTERS:**

- Director of Community Services Fujio gave an update on the following:
  - Vaccination Pods – The City is partnering with St. Jude on February 12<sup>th</sup> to offer 400 vaccinations to vulnerable seniors. We are also working closely with Friends of Family and the County of Orange to expand services.
  - Food Distribution Program
  - Special Events – Continuing to seek ideas to safely offer programs such as a virtual 5K and Easter Egg Drive Thru
  - Continue to offer programs in child development, employment & training, museum and distance learning pod.
- Community Services Manager Albarian gave an updated on the following:
  - Portola Park Survey extended to February 28
  - New Community Services Commissioner, Richard Rojas, will be at the March meeting.

## **II. COMMISSIONER COMMENTS**

Commissioner Surich announced a fundraiser for Community Resource Care Center. Monetary donations are needed.

Chair Laveaga said the Chamber is working on a State of the City event. Safety measures will need to be followed and they are developing ideas. She also

provided an update that Supervisor Chaffee's office is offering small business assistance loans for up to \$5,000 on a first come first serve basis.

### **III. ADJOURNMENT:**

Chair Laveaga adjourned the Commission at 8:40 p.m. to Wednesday, March 10, 2021, in the City Council Chamber, 100 East La Habra Boulevard, La Habra, California.

Respectfully submitted,

Kimberly Albarian,  
Recording Secretary

**APPROVAL:** This is to certify that these Minutes were approved by the La Habra City Council on \_\_\_\_\_.

\_\_\_\_\_  
Laurie Swindell, CMC  
City Clerk