

**Minutes**  
**COMMUNITY DEVELOPMENT CITIZENS' COMMITTEE (CDCC)**  
**March 25, 2008 - Hunt Branch Library**

**CALL TO ORDER**

Chairperson Miller called the meeting to order at 6:35 P.M.

**I. ROLL CALL**

MEMBERS PRESENT:

Glenna Axe  
Robert Elliott  
Simon Karmarkar  
Jay Kremer  
Mark McGee  
Kay Miller  
Dorothy Ruhnke  
John Shipman

MEMBERS ABSENT: None

STAFF PRESENT: Linda R. Morad, Housing Programs Supervisor  
Sylvia Chavez, Housing Programs Assistant  
Steve Alvarado, HCR Inspector  
Kim Radding, Clerical Assistant III

**II. APPROVAL OF MINUTES**

A MOTION was made by Member Elliott to approve the Minutes of March 11, 2008 as written. The MOTION was SECONDED by Vice Chairman McGee and CARRIED unanimously approving the Minutes as written.

**III. 2008-2009 NON-PROFIT AND CITY DEPARTMENT PRESENTATIONS**

Following a brief introduction of Member Shipman and City staff, Ms. Morad reviewed general instructions with the Committee. Each non-profit agency and City department was then invited to make a five minute oral presentation before the Committee and respond to questions for an additional five minute period. Presentations were given as follows:

Boys and Girls Club of Fullerton, Fullerton After School Program  
Chris Olson, Grants Coordinator

The Boys and Girls Club of Fullerton is requesting \$30,000 for staff salaries at all four branches in the CDBG areas offering youth programs after school. Mr. Olson shared national statistics supporting alternative youth programs as a means to reduce truancy, gang related activity and teen pregnancy. He stated that a recent increase in youth unemployment indicates an increased need for this type of program during the upcoming summer months.

Question (Q): How does youth criminal activity within Fullerton compare with area cities?

Answer (A): Statistics collected throughout Orange County show that crime is on an increase. Fullerton is not isolated from this trend.

Q: What are the locations where the After School Program is conducted?

A: The Main Branch is located across from City Hall on Commonwealth Avenue. There are trailers located at Commonwealth Elementary and at Valencia Park beside Valencia Elementary and a location at the Kiwanis Youth Park at Richman and Valencia.

Q: Does the attendance vary at these locations?

A: Each location is attended by approximately 100 youth daily. However, because the Main Branch facility is larger and stays open later each evening, a greater number of boys and girls attend at that site.

Q: Do the program locations offer extended hours when school sites are closed for holiday or minimum days?

A: Yes. Each location responds to the local school schedules by offering additional hours on early release days and school holidays such as Spring Break. Some locations also open before school each day to provide a safe location for youth that must arrive to the campus before they are permitted to enter the school buildings in the morning.

Q: What credentials do the staff members possess?

A: Most are college students or interns.

Q: What is the staff-to-student ratio?

A: One-to-twenty.

### Council on Aging Orange County, Long Term Care Ombudsman Program

#### Pat Rune, Ombudsman

The Council on Aging Orange County provides a federally mandated program. Unannounced visits are conducted on a regular basis to all local nursing homes and residential care homes. The visitation involves visual observation of facility conditions, food service as well as interaction to determine the health and well being of the patients. Ombudsman advocate for patient rights, provide resources and information to patients and pursue cases where physical abuse is apparent. The 2008-09 funding request is \$18,000. Ms. Rune noted that the federal funding has been cut ten percent.

Q: Can you provide examples to describe the services offered by an Ombudsman?

A: Ms. Rune described a specific circumstance in which a Power of Attorney was not being properly executed. She also discussed matters of physical abuse and shared examples involving misuse of funds such as patient social security benefits. Ms. Rune stated that an Ombudsman's role is to be concerned with the best interest of vulnerable elderly patients unable to help themselves; individual needs vary.

Q: The application provided indicates that 519 visits were conducted in Fullerton last year. What percentage of these visits resulted in direct case work?

A: A visit to a facility may not generate a case. Last year there were 93 complaint investigations documented. These are merely cases in which paperwork was actually involved. There can be many circumstances where some type of assistance is provided

without a complaint investigation being documented. Thus, the number of individuals assisted annually will always be greater than the number of cases documents as official complaint investigations.

Fair Housing Council of Orange County, Fullerton Fair Housing

This organization did not provide a representative.

Fullerton Interfaith Emergency Services (F.I.E.S.), New Vista Life Skills Program

Judith Bambas, Executive Director

Ms. Bambas explained the features of the programs F.I.E.S. offers to assist the homeless. The New Vista Life Skills Program provides shelter to families for a period of 3-6 months. Adults must secure employment during the first 30 days of their stay and attend Life Skills Training during the entire course of their stay at the shelter. The Life Skills classes cover topics including budgeting, financial planning, parenting, employment, interpersonal skills and household management. The intent of this educational aspect is to promote self-sufficiency when the family exits the program. Often alumni return to participate in the Life Skills training and provide real life examples of their success.

Q: How many persons were assisted last year?

A: During 2007, 51 families were served; 60 adults and 103 children.

Q: Why was funding not also requested for the Interfaith Shelter Network (ISN) program?

A: In the past both programs were funded, however, due to funding cuts last year only the ISN program was funded. With additional cuts for 2008-09 no additional funds are being requested, but the funding requested will be used to support the New Vista Life Skills program. This has been done simply out of an interest in fairness toward both programs.

Meals on Wheels of Fullerton, Inc. Maintenance of Meals and Support Services

Sandra White, Volunteer Board President

The Meals on Wheels program has served the community for 34 years and currently delivers to 93 clients aged 37 to 98 within the City of Fullerton. There are 41 individuals on the waiting list. One hot and one cold meal are delivered five days per week. Hot meals are prepared at St. Jude Medical Center and Morningside. Although the program is predominantly supported through the time and efforts of volunteers, costs for food preparation have increased. This is primarily due to the on-going construction taking place at the St. Jude Medical Center. The kitchen at this site has been unable to continue to prepare the cold meals. These meals are now being obtained through Community Senior Services (CSS) at an increased cost of \$1.00 per meal. The funding of \$31,000 requested from CDBG is utilized toward direct program costs and to defray costs to low-income clients.

Q: Are all the drivers volunteers?

A: Yes. There are approximately 70 volunteers serving seven routes.

Q: What would it take to serve the needs of the individuals on the waiting list?

A: Currently there are in excess of 200 volunteers participating to keep the entire program running. In order to assist more clients additional volunteers would be needed. Also the kitchens preparing the meals at this time are producing at their maximum capacity. These factors would need to be resolved and additional funding would be required.

Q: Do some clients pay for their meals?

A: Yes. Approximately 50% of the clients are subsidized, but the supplement may be as little as \$1.00 per day. Some do have the ability to pay in full and simply need the service in order to remain independent.

Q: When the meals are delivered to the volunteers socialize with the clients?

A: The volunteers do engage in conversation with the clients and in many cases request to stay on a specific route so that they can develop relationships with the clients. The volunteers will observe health changes and report these and other concerns to the Caseworker for appropriate follow-up. In many cases the clients have outlived their family members and the volunteers are the only people they interact with on a regular basis. In addition, the National Charity League provides additional volunteers that make special visits on birthdays and holidays and provide small gifts.

### Women's Transitional Living Center (WTLC), Independence from Dependence

#### Kathy Strong, Director of Contracts Administration

Submitting a request for \$10,000 CDBG funding, Ms. Strong described the unique range of services provided for victims of domestic violence and human trafficking including those that may have a dependence upon drugs and alcohol, mental health issues, emancipated youth and male victims of domestic violence. The Independence from Dependence program seeks to support individuals in achieving independence from an abusive domestic situation as well as independence from drugs, alcohol and governmental support such as welfare. The program includes a confidential shelter location as well as a short-stay motel program, a two year transitional living program and Community Outreach Education programs. Through the Community Outreach Education programs approximately 20,000 people are reached annually.

Q: Is the WTLC program faith-based?

A: The WTLC program itself is not faith-based, but there are several local churches that have become active with the clients. Client involvement with any religious organization is entirely voluntary and a matter of individual choice.

Q: Is this a twelve-step program?

A: In order to address the needs of clients with drug or alcohol dependence there are 30, 60 and 90 day programs including Alcoholics Anonymous and Narcotics Anonymous. The Second Step program offered by WTLC allows clients to attend these meetings.

### City of Fullerton Community Development Department, Community Preservation

#### Kirke Warren, Community Preservation Supervisor

Mr. Warren narrated a Power Point presentation of statistics and photographs detailing the various aspects of the scope of Community Preservation responsibility. There are currently three officers funded through CDBG, as well a portion of legal expenses, supplies and equipment and salary for a Clerical Assistant as related to cases in CDBG areas. Activities include code enforcement, and responding to health and safety complaints and violations concerning vendors, encroachments, property maintenance and housing. Officers initiate investigations as well as respond to complaints.

Q: How do the Community Preservation Officers gain entry to structures?

A: There are several courses of action available, including legal means. However, most often the Officers are invited to enter a building in order to properly investigate a problem.

Q: What types of penalties are imposed?

A: If there is a failure to comply then various fines can be levied up through and including criminal prosecution in a court of law. In such instances jail time could result. There is also the option of placing a property under Receivership until compliance is achieved.

Q: What types of issues are enforced with regard to housing?

A: There are increasing concerns with the rise in foreclosures. In many cases these abandoned properties develop issues such as weed abatement and green pools. In general, property maintenance and housekeeping issues, such as hoarding, are most typical. Abatement of these issues can be very time consuming.

City of Fullerton Community Development, Housing Rehabilitation

Sylvia Chavez, Housing Programs Assistant

Steve Alvarado, Housing and Community Rehabilitation (HCR) Inspector

Ms. Chavez reviewed the Housing Rehabilitation 2007 Program budget and expenditures. She explained that \$340,000 is available from prior loans that have been repaid. This revolving loan balance must be reinvested into housing rehabilitation projects. Mr. Alvarado narrated a presentation of photographs given as case examples of projects completed during the last year.

Q: How are lead hazard grants utilized?

A: Rehabilitation projects involving the replacement of paint and materials such as ceramic tile require testing to determine whether lead is present in the materials. If lead is found then proper abatement methods must be utilized.

City of Fullerton Community Development, Housing Administration

Linda R. Morad, Housing Programs Supervisor

Ms. Morad outlined the various funding sources utilized to administer the City's housing programs; explaining fixed overhead costs that are incurred to support tasks carried out by CDBG funded staff. She further explained the Section 108 loan repayment obligation and related the details of the projects completed with these funds in the Richman Park area.

## **COMMITTEE RECOMMENDATIONS**

Chairperson Miller opened discussion regarding funding recommendations. The Committee reviewed the 2008-2009 allocation and reprogrammable funds and discussed the funding requests submitted by the non-profit organizations.

Member McGee proposed a MOTION to fund the non-profit organizations and Community Preservation, Housing Rehabilitation, and Housing Administration at 2007-2008 levels, with a specification that funding to the Fair Housing Council of Orange County will be withheld pending legal resolution. Member Shipman SECONDED the MOTION and the MOTION was PASSED by unanimous vote.

#### **IV. PUBLIC COMMENT**

Chairperson Miller opened the Public Hearing. No public comment was offered.

#### **V. FUTURE MEETINGS**

With no further business pending, the Committee shall not convene on April 2, 2008. A Notice of Cancellation shall be published accordingly. A future meeting date will be determined should additional circumstances arise that call for the consideration of the Committee.

#### **VI. ADJOURNMENT**

Member Karmarkar called for a MOTION to adjourn. The MOTION was SECONDED by Member McGee. Chairperson Miller adjourned the meeting at 8:35 P.M.

RESPECTFULLY SUBMITTED,

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KIM RADDING

CLERICAL ASSISTANT III