

Human Welfare and Community Action Commission

AGENDA

Wednesday, March 18, 2026

6:30 PM

Berkeley City Hall – Cypress Room – 2180 Milvia Street
Berkeley, CA 94704

This meeting will be conducted in a hybrid model with both in-person and virtual attendance. Attend this meeting remotely using **Zoom**: <https://us06web.zoom.us/j/88472723045> To request to speak, use the “raise hand” function in Zoom. To join by phone: Dial **1-669-254-5252 or 1-833-568-8864 (Toll Free)** and enter **Meeting ID: 161 273 2497**. To provide public comment, Press *9 and wait to be recognized by the Chair. To submit a written communication for the public record, email hhcshwcac@berkeleyca.gov.

This meeting will be conducted in accordance with the Brown Act, Government Code Section 54953. Any member of the public may attend this meeting, however, if you are feeling sick, please do not attend the meeting in person. Questions regarding this matter may be addressed to hhcshwcac@berkeleyca.gov.

Public comment policy: Members of the public may speak on any items on the Agenda and items not on the Agenda during the initial Public Comment period. Members of the public may also comment on any item listed on the agenda as the item is taken up. Members of the public may not speak more than once on any given item. The Chair may limit public comments to 3 minutes or less.

Preliminary Matters

1. Roll Call
2. Agenda Approval
3. Public Comment on Non-Agenda Matters

Update/Action Items

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

4. Community Service – Helping the Helpers presentation from Denise Jones, Berkeley Drop-In Center

Berkeley Community Action Agency Board Business

5. Approve minutes from the 02/18/2026 regular meeting (Attachment A) – All
6. Election of low-income representatives – All
7. Community Services Block Grant (CSBG) Overview Presentation (Attachment B) - Staff
8. Review City of Berkeley funded agency program and financial reports (Attachment C) — Staff
 - a. Easy Does It (EDI) FY25 – Q4 program report and Q4 financial report

Other Discussion Items

9. Discussion and possible action on commission recruitment and outreach efforts – All

10. Discussion and possible action of policy proposals to City Council regarding homelessness – All
11. Discussion and possible action to address potential funding gaps for services aimed at low-income residents – All
12. Discussion and possible action to create a plan to collaborate with other City of Berkeley commissions on homelessness – All
13. Review latest City Council meeting agenda
14. Announcements
15. Future Agenda Items
16. Adjournment

Attachments

- A. Draft minutes of the 02/18/2026 regular meeting
- B. Community Services Block Grant (CSBG) Presentation
- C. Program and financial reports from Easy Does It
- D. Review City Council Meeting Agenda <http://www.cityofberkeley.info/citycouncil>

Notices

Communications to Berkeley boards, commissions or committees are public record and will become part of the City's electronic records, which are accessible through the City's website. Please note: E-mail addresses, names, 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 Health, Housing, and Community Services located at 2180 Milvia Street, Berkeley, CA 94704.

COMMUNICATION ACCESS INFORMATION:



This meeting is being held in a wheelchair accessible location. To request a disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact the Disability Services specialist at ada@berkeleyca.gov, (510) 981-6418 (V), or (510) 981-6347 (TDD) at least three business days before the meeting date. Attendees at public meetings are reminded that other attendees may be sensitive to various scents, whether natural or manufactured, in products and materials. Please help the City respect these needs.

~~~~~  
I hereby certify that the agenda for this meeting of the Berkeley City Commission was posted at the display case located near the walkway in front of the Maudelle Shirek Building, 2134 Martin Luther King Jr. Way, as well as on the City's website, on 3/11/26

A handwritten signature in black ink, appearing to read 'Kat Larowe'.

Kat Larowe, Secretary



## Human Welfare and Community Action Commission

### DRAFT MINUTES

Wednesday, February 18, 2026

6:30 PM

2180 Milvia Street  
Berkeley, CA 94704

#### Preliminary Matters

1. Roll Call: 6:35pm  
Present: Huchting, Lippman, Sol  
Absent: None  
Quorum: 2 (Attended: 3)  
Staff Present: Kat Larrowe  
Public Present: 2
2. **Agenda Approval**  
**Action:** M/S/C (Sol/Lippman) Approve agenda with the modification to move the Community Service presentation from Hope McDonnell, Berkeley Suitcase Clinic item up to item #4  
**Vote:** Ayes - Huchting, Lippman, Sol. Noes – None; Abstain – None; Absent – None.
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 01/21/2026 regular meeting (Attachment A) – All  
**Action:** M/S/C (Lippman/Huchting) Approve January 2026 minutes as written  
**Vote:** Ayes - Huchting, Lippman, Sol. Noes – None; Abstain – None; Absent – None.
5. Election of low-income representatives – All  
**Action:** No action taken
6. Election of Board Chair and Vice Chair – All  
**Action:** M/S/C (Lippman/Sol) Nominate Catherine Huchting as Chair.  
**Vote:** Ayes - Huchting, Lippman, Sol. Noes – None; Abstain – None; Absent – None.  
**Action:** M/S/C (Huchting/Sol) Nominate George Lippman as Vice Chair.  
**Vote:** Ayes - Huchting, Lippman, Sol. Noes – None; Abstain – None; Absent – None.
7. Review City of Berkeley funded agency program and financial reports (Attachment B) — Staff
  - a. Bay Area Outreach & Recreation Program (BORP) FY25 – Second half program and Q4 financial report  
**Action:** No action taken

## Other Discussion Items

8. Community Service presentation from Hope McDonnell, Berkeley Suitcase Clinic  
**Action:** No action taken
  
9. Discussion and possible action on draft HWCAC letter to City Council on police operations (Attachment C)  
**Action:** M/S/C (Lippman/Sol) To approve the draft letter with edits, and any additional minor edits as necessary by the chair, and submit for the secretary to send the letter to Council for the next possible Council Meeting.  
**Vote:** Ayes - Huchting, Lippman, Sol. Noes – None; Abstain – None; Absent – None.
  
10. Discussion and possible action of policy proposals to City Council regarding homelessness – All  
**Action:** No action taken
  
11. Discussion and possible action to address potential funding gaps for services aimed at low-income residents – All  
**Action:** No action taken
  
12. Discussion and possible action to create a plan to collaborate with other City of Berkeley commissions on homelessness – All  
**Action:** No action taken
  
13. Discussion and possible action on commission recruitment and outreach efforts – All  
**Action:** No action taken
  
14. Review latest City Council meeting agenda  
**Action:** No action taken
  
15. Announcements  
**Action:** No action taken
  
16. Future Agenda Items  
**Action:** No action taken

## Adjournment

**Action:** M/S/C (Lippman/Huchting) Move to adjourn the meeting at 8:40pm  
**Vote:** Ayes - Huchting, Lippman, Sol. Noes – None; Abstain – None; Absent – None.

### **Attachments**

- A. Draft minutes of the 01/21/2026 regular meeting
- B. Program and financial reports from BORP
- C. Draft Letter to City Council on Police Operations
- D. Review City Council Meeting Agenda at City Clerk Dept. or  
<http://www.cityofberkeley.info/citycouncil>

### **Communications**

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#### **Secretary:**

Kat Larrowe  
Health, Housing & Community Services Department  
510-981-7555  
[hcshwcac@berkeleyca.gov](mailto:hcshwcac@berkeleyca.gov)

#### **Mailing Address:**

Human Welfare and Community Action Commission  
Kat Larrowe, Secretary  
2180 Milvia Street, 2<sup>nd</sup> Floor  
Berkeley, CA 94704



# **HWCAC ORIENTATION PACKET**

**Human Welfare and  
Community Action  
Agency (HWCAC) /  
Berkeley Community  
Action Agency (BCAA)**

# Mission and Vision

## Vision Statement

The HWCAC envisions a city that is solutions-oriented, based on outreach into these communities that listens to their needs. An essential component of this vision involves a focus on ensuring diversity, equity, and inclusion throughout our processes, while integrating the perspectives of commissioners representing these vulnerable communities.

## Mission Statement

The HWCAC's goal is to provide City Council with recommendations to support a fully integrated system of community services and policies that provide for residents in these vulnerable communities.



## COMMUNITY SERVICES BLOCK GRANT (CSBG)

The HWCAC acts as a tripartite board for the City's CSBG funding.

CSBG funding is a federal block grant that provides funding to states, territories, and tribes to support programs that address the causes and conditions of poverty in communities.

### CSBG National Performance Indicators

**Goal 1:** Low-Income people become more self-sufficient

**Goal 2:** The conditions in which low-income people live are improved

**Goal 3:** Low-income people own a stake in their community

**Goal 4:** Partnerships among supporters and providers of services to low-income people are achieved

**Goal 5:** Agencies increase their capacity to achieve results

**Goal 6:** Low-income people, especially vulnerable populations, achieve their potential by strengthening family and other supportive environments

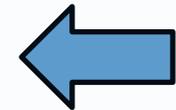
## COMMUNITY SERVICES BLOCK GRANT (CSBG)

# NPI Goal 6: Strengthen Low-Income Families

Emergency Food  
Emergency Shelter

**Services for seniors**  
**Services for people with disabilities**  
**Medical care**  
**Legal assistance**

Children  
Youth  
Parents / Adults  
Emergency home repair



**HWCAC Priority Areas**

# HWCAC Community Agency Funding – Fiscal Year 2025-2028

**\$2,216,526\***

**\*Includes \$1.7M Measure E**

| Agency Name                            | Type of Service            |
|----------------------------------------|----------------------------|
| Bay Area Outreach & Recreation Program | Disability Services        |
| Berkeley Community Gardening Collab.   | Other Services             |
| East Bay Community Law Center          | Legal / Mediation Services |
| Easy Does It                           | Disability Services        |
| Family Violence Law Center             | Legal / Mediation Services |
| J-Sei                                  | Senior Services            |
| Lifelong Medical Care                  | Health Care Services       |
| Through The Looking Glass              | Disability Services        |

## COMMUNITY AGENCY FUNDING

# Four Advisory Commissions

As part of the community agency request for proposal, commissions reviews funding applications from community agencies and advise the City Council based on the commission's area of service focus.

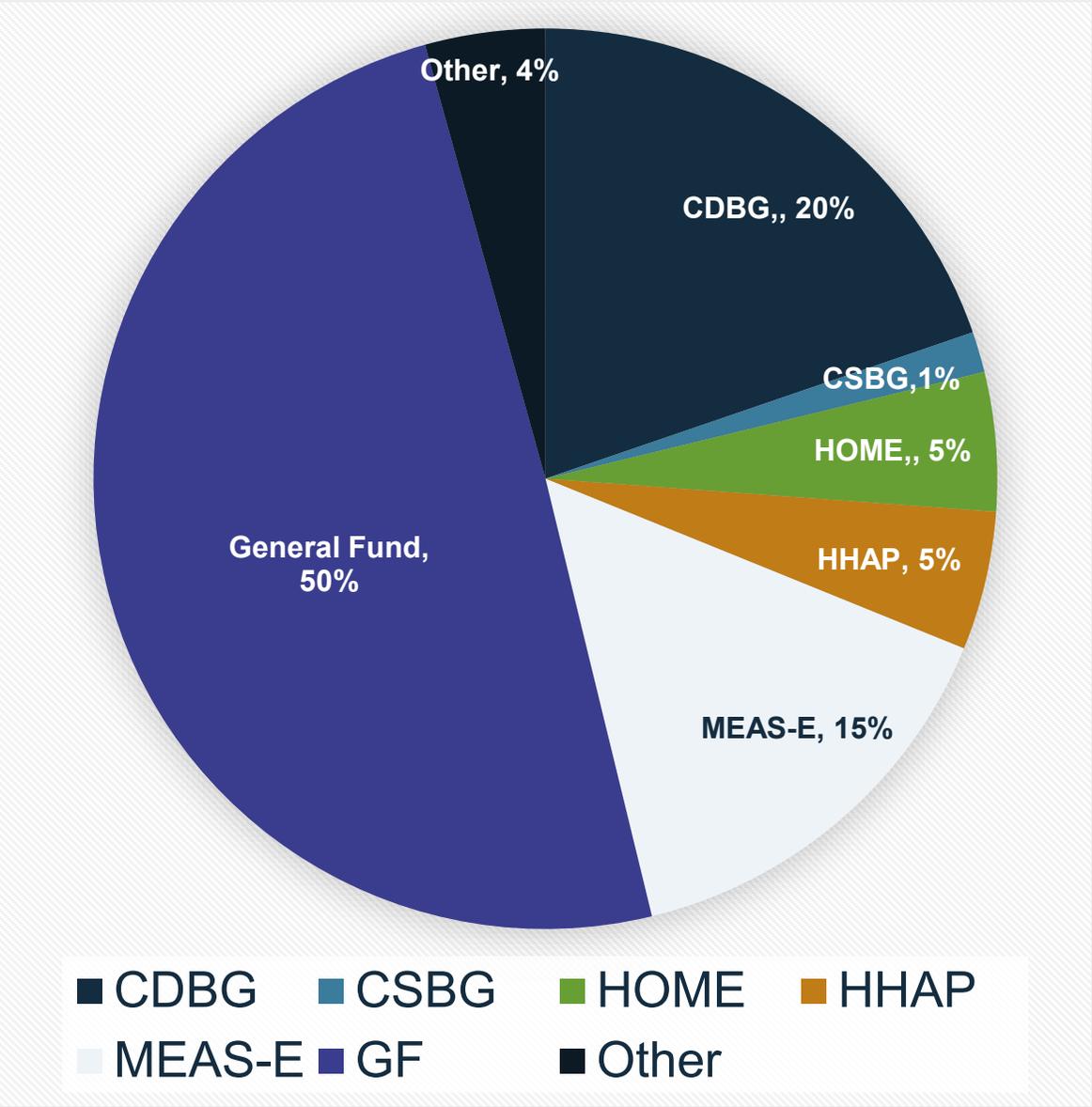
| <b>Commission</b>                                    | <b>Service Categories</b>                                                                                                  |
|------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|
| <b>Homeless Services Panel of Experts</b>            | Coordinated Entry, Emergency Shelter, Transitional Housing, Basic Needs Services, Case Management, Other Support Services. |
| <b>Housing Advisory Commission</b>                   | Housing Development, Community Facility Improvements, Workforce Development, Fair Housing.                                 |
| <b>Youth Equity Partnership</b>                      | Childcare, Mentoring, Tutoring, Counseling.                                                                                |
| <b>Human Welfare and Community Action Commission</b> | Senior Services, Disability Services, Meals, Healthcare, Legal Services, Other.                                            |

# COMMUNITY AGENCY FUNDING

The City of Berkeley's community agency funding for fiscal years 2025 to 2028 totals \$10.9 million.

Community agency funding comes from local, state, and federal sources.

The HWCAC advises City Council on Measure E and CSBG funding.



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

Contract No:

Agency: [Easy Does It](#)      Period of: **4th Qtr 2025**  
 Program: [Emergency Disability Services for Berkeley Residents](#)      Prepared By: [Richard Woolbert](#)  
 Phone: [510-845-5513](#)      E-mail: [rich@easydoesitservices.org](mailto:rich@easydoesitservices.org); [ayanna@easydoesitservices.org](mailto:ayanna@easydoesitservices.org); [bruce@easydoesitservices.org](mailto:bruce@easydoesitservices.org)

**1. CLIENT SUMMARY -**

|                                                                                                                          | Previous Periods | Report Period | YTD |
|--------------------------------------------------------------------------------------------------------------------------|------------------|---------------|-----|
| A. Total New Clients Served by the Program (Berkeley and Non-Berkeley)                                                   | 214              | 36            | 250 |
| B. Total unduplicated number of NEW INDIVIDUALS about whom one or more characteristics were obtained:                    | 214              | 36            | 250 |
| C. Total unduplicated number of NEW HOUSEHOLDS about whom one or more characteristics were obtained:                     | 0                | 0             | 0   |
| D. Total New Berkeley Clients Served for Whom You Were Able to Gather Statistics on Age, Race/Ethnicity, and Income:     | 214              | 36            | 250 |
| E. Total New Berkeley Clients Served for Whom You Were NOT Able to Gather Statistics on Age, Race/Ethnicity, and Income: | 2                | 0             | 2   |
| F. Total New Berkeley Clients Served:                                                                                    | 216              | 36            | 252 |

**INDIVIDUAL LEVEL CHARACTERISTICS**

**1. Gender**

| Gender Unduplicated Count | Previous Periods | This Period | YTD |
|---------------------------|------------------|-------------|-----|
| Male                      | 81               | 25          | 106 |
| Female                    | 133              | 11          | 144 |
| Other                     | 0                | 0           | 0   |
| Unknown/not reported      | 2                | 0           | 2   |
| <b>TOTALS</b>             | 216              | 36          | 252 |

**2. Age**

| Age Unduplicated Count | Previous Periods | This Period | YTD |
|------------------------|------------------|-------------|-----|
| 0-5                    | 0                | 0           | 0   |
| 6-13                   | 1                | 0           | 1   |
| 14-17                  | 0                | 0           | 0   |
| 18-24                  | 3                | 0           | 3   |

|                      |            |           |            |
|----------------------|------------|-----------|------------|
| 25-44                | 12         | 3         | 15         |
| 45-54                | 24         | 0         | 24         |
| 55-59                | 21         | 2         | 23         |
| 60-64                | 15         | 6         | 21         |
| 65-74                | 77         | 11        | 88         |
| 75+                  | 61         | 14        | 75         |
| Unknown/not reported | 2          | 0         | 2          |
| <b>TOTALS</b>        | <b>216</b> | <b>36</b> | <b>252</b> |

### 3. Education Levels

| Education Levels<br>Unduplicated Count    | Previous Periods |            | This Period |           | YTD        |            |
|-------------------------------------------|------------------|------------|-------------|-----------|------------|------------|
|                                           | Ages 14-24       | Ages 25+   | Ages 14-24  | Ages 25+  | Ages 14-24 | Ages 25+   |
| Grades 0-8                                | 1                | 6          | 0           | 1         | 1          | 7          |
| Grades 9-12/Non-Graduate                  | 0                | 7          | 0           | 1         | 0          | 8          |
| High School Graduate/ Equivalency Diploma | 1                | 16         | 0           | 2         | 1          | 18         |
| 12 grade + Some Post-Secondary            | 1                | 35         | 0           | 7         | 1          | 42         |
| 2 or 4 years College Graduate             | 1                | 121        | 0           | 16        | 1          | 137        |
| Graduate of other post-secondary school   | 0                | 23         | 0           | 9         | 0          | 32         |
| Unknown/not reported                      | 0                | 4          | 0           | 0         | 0          | 4          |
| <b>TOTALS</b>                             | <b>4</b>         | <b>212</b> | <b>0</b>    | <b>36</b> | <b>4</b>   | <b>248</b> |

### 4. Disconnected Youth

| 4. Disconnected Youth<br>Unduplicated Count           | Previous Periods | This Period | YTD |
|-------------------------------------------------------|------------------|-------------|-----|
| Youth ages 14-24 who are neither working or in school | 3                | 0           | 3   |

### 5. Health

| Health<br>Unduplicated Count | Previous Periods |    |         | This Period |    |         | YTD |    |         |
|------------------------------|------------------|----|---------|-------------|----|---------|-----|----|---------|
|                              | Yes              | No | Unknown | Yes         | No | Unknown | Yes | No | Unknown |
| Disabling Condition          | 2                | 0  | 2       | 36          | 0  | 0       | 250 | 0  | 2       |
| Health Insurance             | 213              | 0  | 3       | 36          | 0  | 0       | 249 | 0  | 3       |

### Health Insurance Sources

| Insurance Sources<br>Unduplicated Count   | Previous Periods | This Period | YTD |
|-------------------------------------------|------------------|-------------|-----|
| Medicaid                                  | 20               | 5           | 25  |
| Medicare                                  | 162              | 26          | 188 |
| State Children's Health Insurance Program | 1                | 0           | 1   |
| State Health Insurance for Adults         | 15               | 2           | 17  |
| Military Health Care                      | 0                | 0           | 0   |
| Direct-Purchase                           | 6                | 0           | 6   |

|                      |            |           |            |
|----------------------|------------|-----------|------------|
| Employment Based     | 9          | 3         | 12         |
| Unknown/not reported | 3          | 0         | 3          |
| <b>TOTALS</b>        | <b>216</b> | <b>36</b> | <b>252</b> |

## 6. Ethnicity

| Ethnicity<br>Unduplicated Count         | Previous<br>Periods | This Period | YTD        |
|-----------------------------------------|---------------------|-------------|------------|
| Hispanic, Latino or Spanish Origins     | 14                  | 0           | 14         |
| Not Hispanic, Latino or Spanish Origins | 193                 | 35          | 228        |
| Unknown/not reported                    | 9                   | 1           | 10         |
| <b>TOTALS</b>                           | <b>216</b>          | <b>36</b>   | <b>252</b> |

## Race

| Race<br>Unduplicated Count                 | Previous<br>Periods | This Period | YTD        |
|--------------------------------------------|---------------------|-------------|------------|
| American Indian or Alaska Native           | 1                   | 0           | 1          |
| Asian                                      | 14                  | 1           | 15         |
| Black or African American                  | 45                  | 11          | 56         |
| Native Hawaiian and Other Pacific Islander | 0                   | 1           | 1          |
| White                                      | 137                 | 19          | 156        |
| Other                                      | 1                   | 0           | 1          |
| Multi-race (two or more of the above)      | 12                  | 3           | 15         |
| Unknown/not reported                       | 6                   | 1           | 7          |
| <b>TOTALS</b>                              | <b>216</b>          | <b>36</b>   | <b>252</b> |

## 7. Military Status

| Military Status<br>Unduplicated Count | Previous<br>Periods | This Period | YTD        |
|---------------------------------------|---------------------|-------------|------------|
| Veteran                               | 3                   | 1           | 4          |
| Active Military                       | 0                   | 0           | 0          |
| Unknown/not reported                  | 211                 | 35          | 246        |
| <b>TOTALS</b>                         | <b>214</b>          | <b>36</b>   | <b>250</b> |

## 8. Work Status (Individuals 18+)

| Work Status (Individuals 18+)<br>Unduplicated Count | Previous<br>Periods | This Period | YTD |
|-----------------------------------------------------|---------------------|-------------|-----|
| Employed Full-Time                                  | 10                  | 2           | 12  |
| Employed Part-Time                                  | 17                  | 2           | 19  |
| Migrant Seasonal Farm Worker                        | 0                   | 0           | 0   |
| Unemployed (Short-Term, 6 months or less)           | 1                   | 1           | 2   |
| Unemployed (Long-Term, more than 6 months)          | 10                  | 1           | 11  |
| Unemployed (Not in Labor Force)                     | 56                  | 7           | 63  |
| Retired                                             | 120                 | 23          | 143 |

|                      |            |           |            |
|----------------------|------------|-----------|------------|
| Unknown/not reported | 2          | 0         | 2          |
| <b>TOTALS</b>        | <b>216</b> | <b>36</b> | <b>252</b> |

## HOUSEHOLD LEVEL CHARACTERISTICS

### 9. Household Type

| Household Type<br>Unduplicated Count | Previous<br>Periods | This Period | YTD        |
|--------------------------------------|---------------------|-------------|------------|
| Single Person                        | 151                 | 17          | 168        |
| Two Adults NO Children               | 44                  | 13          | 57         |
| Single Parent Female                 | 1                   | 4           | 5          |
| Single Parent Male                   | 0                   | 0           | 0          |
| Two Parent Household                 | 4                   | 1           | 5          |
| Non-related Adults with<br>Children  | 0                   | 0           | 0          |
| Multigenerational<br>Household       | 6                   | 1           | 7          |
| Other                                | 8                   | 0           | 8          |
| Unknown/not reported                 | 2                   | 0           | 2          |
| <b>TOTALS</b>                        | <b>216</b>          | <b>36</b>   | <b>252</b> |

### 10. Household Size

| Household Size<br>Unduplicated Count | Previous<br>Periods | This Period | YTD        |
|--------------------------------------|---------------------|-------------|------------|
| Single Person                        | 154                 | 21          | 175        |
| Two                                  | 46                  | 13          | 59         |
| Three                                | 10                  | 2           | 12         |
| Four                                 | 2                   | 0           | 2          |
| Five                                 | 0                   | 0           | 0          |
| Six or more                          | 1                   | 0           | 1          |
| Unknown/not reported                 | 3                   | 0           | 3          |
| <b>TOTALS</b>                        | <b>216</b>          | <b>36</b>   | <b>252</b> |

### 11. Housing

| Housing<br>Unduplicated Count | Previous<br>Periods | This Period | YTD |
|-------------------------------|---------------------|-------------|-----|
| Own                           | 63                  | 15          | 78  |
| Rent                          | 140                 | 20          | 160 |
| Other permanent<br>housing    | 7                   | 1           | 8   |
| Homeless                      | 3                   | 0           | 3   |
| Other                         | 0                   | 0           | 0   |

|                      |            |           |            |
|----------------------|------------|-----------|------------|
| Unknown/not reported | 3          | 0         | 3          |
| <b>TOTALS</b>        | <b>216</b> | <b>36</b> | <b>252</b> |

## 12. Level of Household Income, % of HHS Guideline

### [HHS Guideline](#)

| Level of Household Income, % of HHS Guideline<br>Unduplicated Count | Previous Periods | This Period | YTD        |
|---------------------------------------------------------------------|------------------|-------------|------------|
| Up to 50%                                                           | 49               | 14          | 63         |
| 51% to 75%                                                          | 8                | 4           | 12         |
| 76% to 100%                                                         | 13               | 2           | 15         |
| 101% to 125%                                                        | 80               | 6           | 86         |
| 126% to 150%                                                        | 23               | 2           | 25         |
| 151% to 175%                                                        | 1                | 0           | 1          |
| 176% to 200%                                                        | 4                | 1           | 5          |
| 201% to 250%                                                        | 8                | 1           | 9          |
| 250% and over                                                       | 27               | 4           | 31         |
| Unknown/not reported                                                | 3                | 2           | 5          |
| <b>TOTALS</b>                                                       | <b>216</b>       | <b>36</b>   | <b>252</b> |

## 13. Sources of Household Income

| **Sources of Household Income<br>Unduplicated Count                | Previous Periods | This Period | YTD        |
|--------------------------------------------------------------------|------------------|-------------|------------|
| Income from Employment Only                                        | 10               | 1           | 11         |
| Income from Employment and Other Income Source                     | 11               | 3           | 14         |
| Income from Employment, Other Income Source, and Non-Cash Benefits | 6                | 0           | 6          |
| Income from Employment and Non-Cash Benefits                       | 12               | 0           | 12         |
| Other Income Source Only                                           | 112              | 14          | 126        |
| Other Income Source and Non-Cash Benefits                          | 51               | 16          | 67         |
| No Income                                                          | 3                | 0           | 3          |
| Non-Cash Benefits Only                                             | 7                | 1           | 8          |
| Unknown/not reported                                               | 4                | 1           | 5          |
| <b>TOTALS</b>                                                      | <b>216</b>       | <b>36</b>   | <b>252</b> |

## 14. Other Income Source

| Other Income Source<br>Unduplicated Count    | Previous Periods | This Period | YTD |
|----------------------------------------------|------------------|-------------|-----|
| TANF                                         | 0                | 0           | 0   |
| Supplemental Security Income (SSI)           | 52               | 9           | 61  |
| Social Security Disability Income (SSDI)     | 90               | 15          | 105 |
| VA Service-Connected Disability Compensation | 1                | 0           | 1   |
| VA Non-Service Connected Disability Pension  | 1                | 0           | 1   |

|                                        |    |   |    |
|----------------------------------------|----|---|----|
| Private Disability Insurance           | 0  | 0 | 0  |
| Worker's Compensation                  | 0  | 0 | 0  |
| Retirement Income from Social Security | 29 | 2 | 31 |
| Pension                                | 20 | 5 | 25 |
| Child Support                          | 0  | 0 | 0  |
| Alimony or other Spousal Support       | 0  | 0 | 0  |
| Unemployment Insurance                 | 0  | 0 | 0  |
| EITC                                   | 1  | 0 | 1  |
| Other                                  | 6  | 1 | 7  |
| Unknown/not reported                   | 2  | 0 | 2  |

**15. Non-Cash Benefits**

| Non-Cash Benefits Unduplicated Count | Previous Periods | This Period | YTD |
|--------------------------------------|------------------|-------------|-----|
| SNAP                                 | 12               | 4           | 16  |
| WIC                                  | 0                | 0           | 0   |
| LIHEAP                               | 0                | 0           | 0   |
| Housing Choice Voucher               | 11               | 3           | 14  |
| Public Housing                       | 10               | 3           | 13  |
| Permanent Supportive Housing         | 10               | 0           | 10  |
| HUD-VASH                             | 2                | 0           | 2   |
| Childcare Voucher                    | 0                | 0           | 0   |
| Affordable Care Act Subsidy          | 5                | 0           | 5   |
| Other                                | 14               | 3           | 17  |
| Unknown/not reported                 | 7                | 0           | 7   |

**16. Estimated total number of Individuals not included in the Totals above**

| Program Name | # of Individuals |
|--------------|------------------|
|--------------|------------------|

**17. Estimated total number of Households not included in the Totals above**

| Program Name | # of Households |
|--------------|-----------------|
|--------------|-----------------|

**18. SERVICE MEASURES**

| Service Measures | Annual Goal                                                                                |             | Q1  |             | Q2  |             | Q3  |             | Q4  |             | Served YTD |             | % Served |             |      |
|------------------|--------------------------------------------------------------------------------------------|-------------|-----|-------------|-----|-------------|-----|-------------|-----|-------------|------------|-------------|----------|-------------|------|
|                  | UOS                                                                                        | New Clients | UOS | New Clients | UOS | New Clients | UOS | New Clients | UOS | New Clients | UOS        | New Clients | UOS      | New Clients |      |
| ***** *****      |                                                                                            |             |     |             |     |             |     |             |     |             |            |             |          |             |      |
| 1                | Advocacy Interventions/Case Management Sessions/Educ.Training Sessions/Counseling Sessions | 91          | 25  | 112         | 18  | 89          | 8   | 91          | 12  | 59          | 4          | 351         | 42       | 386%        | 168% |

|   |                                   |       |     |     |    |     |    |     |    |     |    |     |     |     |     |
|---|-----------------------------------|-------|-----|-----|----|-----|----|-----|----|-----|----|-----|-----|-----|-----|
| 2 | Emergency Attendant Services      | 2,500 | 250 | 192 | 41 | 244 | 18 | 246 | 8  | 196 | 8  | 878 | 75  | 35% | 30% |
| 3 | Emergency Repair Services         | 750   | 200 | 118 | 73 | 131 | 44 | 120 | 25 | 104 | 30 | 473 | 172 | 63% | 86% |
| 4 | Emergency Transportation Services | 800   | 125 | 49  | 17 | 37  | 12 | 22  | 9  | 40  | 7  | 148 | 45  | 18% | 36% |

[Quarter 1 Narrative \(click to view\)](#)

[Quarter 2 Narrative \(click to view\)](#)

[Quarter 3 Narrative \(click to view\)](#)

#### Quarter 4 Narrative

We are currently fully staffed with no open shifts, ensuring consistent service delivery across all programs. Our case managers have been actively supporting clients in hiring capable and reliable attendants. Their dedicated efforts have led to a noticeable reduction in the overuse of our attendant services.

Our wheelchair repair team has been exceptionally busy, completing approximately 35 service calls per month. This high volume reflects both the demand for mobility support and our team's commitment to timely service. Overall transportation volume remains steady. However, we've seen a decrease in Emergency Transportation calls, which we attribute to clients increasingly utilizing the Berkeley Rides for Seniors & Disabled (BRSD) program.

## 7. OUTCOMES

| Outcomes                                           | Annual Goal | Q1 Achieved Outcome | Q2 Achieved Outcome | Q3 Achieved Outcome | Q4 Achieved Outcome | Achieved Outcome YTD | % Achieved Outcome of Annual Goal | % Achieved Outcome of Total Served |
|----------------------------------------------------|-------------|---------------------|---------------------|---------------------|---------------------|----------------------|-----------------------------------|------------------------------------|
| 1 Client accessed previously inaccessible services | 25          | 18                  | 8                   | 13                  | 4                   | 43                   | 172%                              | 59%                                |
| 2 Client maintained independent living             | 250         | 39                  | 14                  | 4                   | 4                   | 61                   | 24%                               | 59%                                |
| 3 Client maintained independent living             | 200         | 13                  | 7                   | 4                   | 3                   | 27                   | 14%                               | 59%                                |
| 4 Client maintained independent living             | 125         | 69                  | 35                  | 15                  | 22                  | 141                  | 113%                              | 59%                                |

[Quarter 1 Narrative \(click to view\)](#)

We are currently fully staffed and have no open shifts.

**Quarter 2 Narrative (click to view)**

We did not attend many outreach events this quarter since not many were held. We have some lined up for Q3 and hope to sign up more clients. Our website has seen an increase in visitors and we have seen more clients signing up for services via our website.

We only received 4 responses for our Q2 Client Satisfaction Survey.

**Quarter 3 Narrative (click to view)**

Again, we did not receive many responses from our quarterly client satisfaction survey but the ones we did receive were positive. We have not been attending many in-person community events, but we did participate in a wheelchair repair workshop on the UCB campus & we are actively promoting services on our social media and receiving engagement to website from those activities.

**Quarter 4 Narrative****Outreach & Engagement:**

While a few community outreach events were held this quarter, we participated in a Berkeley's Juneteenth Festival, which allowed us to connect with attendees and showcase our services.

Our website traffic has increased, and we've seen more clients registering for services online. Social media promotions have contributed to this engagement, helping us maintain visibility and reach new audiences.

**Client Feedback:**

We received only five responses to our Q2 Client Satisfaction Survey. Although limited, the feedback was positive, indicating satisfaction with our services

| Staff Utilization Rate/Cost Per Hour | Q1       | Q2       | Q3       | Q4       | YTD      |
|--------------------------------------|----------|----------|----------|----------|----------|
| # of Total Attendant Hours           | 2,987    | 2,906    | 3,393    | 3,543    | 3,543    |
| Attendant Staffing Costs             | \$73,711 | \$71,941 | \$84,213 | \$85,548 | \$85,548 |
| # of Hours of Service Provided       | 192      | 244      | 243      | 193      | 193      |
| Staffing Rate                        | 0.06     | 0.08     | 0.07     | 0.05     | 0.05     |
| Cost Per Hour                        | \$383.91 | \$294.84 | \$346.56 | \$443.25 | \$443.25 |

|                                 |          |            |            |            |            |
|---------------------------------|----------|------------|------------|------------|------------|
| # of Total Transportation Hours | 1,432    | 1,493      | 1,872      | 1,889      | 1,889      |
| Transportation Staffing Costs   | \$37,007 | \$38,434   | \$48,686   | \$47,939   | \$47,939   |
| # of Hours of Service Provided  | 49       | 37         | 22         | 40         | 40         |
| Staffing Rate                   | 0.03     | 0.02       | 0.01       | 0.02       | 0.02       |
| Cost Per Hour                   | \$755.24 | \$1,038.76 | \$2,213.00 | \$1,198.47 | \$1,198.47 |

|                                |          |          |          |          |          |
|--------------------------------|----------|----------|----------|----------|----------|
| # of Total Repair Hours        | 866      | 867      | 778      | 793      | 793      |
| Repair Staffing Costs          | \$25,155 | \$25,989 | \$21,622 | \$22,624 | \$22,624 |
| # of Hours of Service Provided | 119      | 131      | 120      | 106      | 106      |
| Staffing Rate                  | 0.14     | 0.15     | 0.15     | 0.13     | 0.13     |

|               |          |          |          |          |          |
|---------------|----------|----------|----------|----------|----------|
| Cost Per Hour | \$211.39 | \$198.39 | \$180.18 | \$213.43 | \$213.43 |
|---------------|----------|----------|----------|----------|----------|

### 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                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                   |          |         |       | 5              |                |                                   | 5                         |
|                                                                        | Prior Periods                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                   |          |         |       |                |                |                                   | 0                         |
|                                                                        | Total                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 0                 | 0        | 0       | 0     | 5              | 0              | 0                                 | 5                         |
|                                                                        | % of Total                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 0%                | 0%       | 0%      | 0%    | 100%           | 0%             | 0%                                | 100%                      |
| 2. This program's staff treated me with respect.                       | This Period                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                   |          |         |       | 4              |                |                                   | 4                         |
|                                                                        | Prior Periods                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                   |          |         |       |                |                |                                   | 0                         |
|                                                                        | Total                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 0                 | 0        | 0       | 0     | 4              | 0              | 0                                 | 4                         |
|                                                                        | % of Total                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 0%                | 0%       | 0%      | 0%    | 100%           | 0%             | 0%                                | 100%                      |
| 3. This program helped me make progress towards my goals.              | This Period                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                   |          | 1       |       | 4              |                |                                   | 5                         |
|                                                                        | Prior Periods                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                   |          |         |       |                |                |                                   | 0                         |
|                                                                        | Total                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 0                 | 0        | 1       | 0     | 4              | 0              | 0                                 | 5                         |
|                                                                        | % of Total                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 0%                | 0%       | 20%     | 0%    | 80%            | 0%             | 0%                                | 100%                      |
| 4. This program met my needs.                                          | This Period                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                   |          |         |       | 5              |                |                                   | 5                         |
|                                                                        | Prior Periods                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                   |          |         |       |                |                |                                   | 0                         |
|                                                                        | Total                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 0                 | 0        | 0       | 0     | 5              | 0              | 0                                 | 5                         |
|                                                                        | % of Total                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 0%                | 0%       | 0%      | 0%    | 100%           | 0%             | 0%                                | 100%                      |
| Additional Questions:                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                   |          |         |       |                |                |                                   |                           |
| 5. Additional comments from consumers completing the survey            | <p>Enjoyed the BBQ<br/>                     Many thanks and praises for everything!<br/>                     The problem was that my mother's transfer chair had repeated brake wear problems. A new (used) chair was provided that works very well and doesn't have the brake problem. Interestingly, the foot rests from the old chair are a better fit on the new chair than the ones that came with it. So what if the colors don't match!<br/>                     Thanks very much<br/>                     I really appreciate your service. When we called you, there was absolutely no other way to get my uncle to his appointment and it was a very important appointment. Thank you so much for your help. Your agency is a godsend..</p> |                   |          |         |       |                |                |                                   |                           |

Date Signed 07/23/2025

Approved By Mary-Claire Katz

Date Signed 08/05/2025

Initially submitted: Jul 23, 2025 - 14:18:18

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**CITY OF BERKELEY  
COMMUNITY AGENCY STATEMENT OF EXPENSE  
04/01/2025 TO 06/30/2025**

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

Agency Name: [Easy Does It](#) Contract #: [32500033](#)

Program Name: [Emergency Disability Services for Berkeley Residents](#) PO #: [22000511](#)

Funding Source : Meas-E

| Expenditure Category                  | Staff Name                              | Approved Budget | Budget Mod Q1 | Budget Mod Q3 | Revised Budget | Jul-Sep 2024 | Oct-Dec 2024 | Jan-Mar 2025 | Apr-Jun 2025 | Total Expenditure | Budget Balance |
|---------------------------------------|-----------------------------------------|-----------------|---------------|---------------|----------------|--------------|--------------|--------------|--------------|-------------------|----------------|
| Executive Director                    | <a href="#">Curtis, Bruce</a>           | \$95,680.00     |               |               | \$95,680.00    | \$22,036.00  | \$22,080.00  | 25,760.00    | \$26,496.00  | \$96,372.00       | -\$96,372.00   |
| Deputy Director                       | <a href="#">Woolbert, Richard</a>       | \$70,761.60     |               |               | \$70,761.60    | \$16,027.20  | \$16,432.60  | 19,656.00    | \$18,900.00  | \$71,015.80       | -\$71,015.80   |
| Program Manager 1                     | <a href="#">Keeton, Ayanna</a>          | \$74,880.00     |               |               | \$74,880.00    | \$17,280.00  | \$17,280.00  | 20,160.00    | \$21,312.00  | \$76,032.00       | -\$76,032.00   |
| Program Manager 2                     | <a href="#">Talakhadze, Levan</a>       | \$13,312.00     |               |               | \$13,312.00    | \$1,766.40   | \$1,920.00   | 3,086.00     | \$8,448.00   | \$15,220.40       | -\$15,220.40   |
| Bookkeeper                            | <a href="#">Tenenbaum, Maggie</a>       | \$25,833.60     |               |               | \$25,833.60    | \$5,889.15   | \$5,859.75   | 6,871.15     | \$6,704.94   | \$25,324.99       | -\$25,324.99   |
| Outreach & Communications Coordinator | <a href="#">Jacobson, Trevor</a>        | \$46,726.40     |               |               | \$46,726.40    | \$10,587.64  | \$9,731.96   | 11,421.34    | \$12,918.92  | \$44,659.86       | -\$44,659.86   |
| Administrative Assistant              | <a href="#">Hanscom, Lisabeth</a>       | \$54,340.00     |               |               | \$54,340.00    | \$11,201.48  | \$11,531.78  | 13,000.52    | \$13,585.26  | \$49,319.04       | -\$49,319.04   |
| Attendant 1                           | <a href="#">Alarab, Laurie</a>          | \$38,819.03     |               |               | \$38,819.03    | \$2,568.00   | \$5,821.20   | 10,014.44    | \$8,668.52   | \$27,072.16       | -\$27,072.16   |
| Attendant 2                           | <a href="#">Haynie, Courtney</a>        | \$55,455.76     |               |               | \$55,455.76    | \$9,829.44   | \$10,162.32  | 11,920.20    | \$12,029.16  | \$43,941.12       | -\$43,941.12   |
| Attendant 3                           | <a href="#">Eminger, Aaron</a>          | \$44,364.61     |               |               | \$44,364.61    | \$8,725.20   | \$0.00       | 0            | \$0.00       | \$8,725.20        | -\$8,725.20    |
| Attendant 4                           | <a href="#">Franco, Angelica</a>        | \$38,819.03     |               |               | \$38,819.03    | \$8,343.60   | \$8,409.60   | 9,744.00     | \$10,026.00  | \$36,523.20       | -\$36,523.20   |
| Attendant 5                           | <a href="#">Fusco, Andrew</a>           | \$41,591.82     |               |               | \$41,591.82    | \$8,616.00   | \$10,638.00  | 10,951.92    | \$10,932.00  | \$41,137.92       | -\$41,137.92   |
| Attendant 6                           | <a href="#">Ibarra, Maricela</a>        | \$49,910.19     |               |               | \$49,910.19    | \$11,586.36  | \$11,425.80  | 12,354.12    | \$14,718.36  | \$50,084.64       | -\$50,084.64   |
| Attendant 7                           | <a href="#">Liu, Grace</a>              | \$24,955.09     |               |               | \$24,955.09    | \$10,145.28  | \$6,160.00   | 6,384.00     | \$7,980.00   | \$30,669.28       | -\$30,669.28   |
| Attendant 8                           | <a href="#">Russell-Carter, Charles</a> | \$47,137.40     |               |               | \$47,137.40    | \$11,444.64  | \$12,003.12  | 14,093.76    | \$12,935.04  | \$50,476.56       | -\$50,476.56   |
| Dispatcher 1                          | <a href="#">Chahua-Ortiz, Flor</a>      | \$55,790.86     |               |               | \$55,790.86    | \$11,795.16  | \$11,941.08  | 14,121.12    | \$14,408.16  | \$52,265.52       | -\$52,265.52   |

|                                                                           |                       |              |             |           |              |             |             |             |             |              |               |
|---------------------------------------------------------------------------|-----------------------|--------------|-------------|-----------|--------------|-------------|-------------|-------------|-------------|--------------|---------------|
| Dispatcher 2                                                              | Genet-Lira, Rosa      | \$55,790.86  |             |           | \$55,790.86  | \$11,589.36 | \$11,997.48 | 14,113.68   | \$15,296.52 | \$52,997.04  | -\$52,997.04  |
| Dispatcher 3                                                              | Nelson, Aaron         | \$55,790.86  |             |           | \$55,790.86  | \$11,238.00 | \$11,832.48 | 13,730.40   | \$14,118.00 | \$50,918.88  | -\$50,918.88  |
| Dispatcher 4                                                              | Watson, Shaviya       | \$55,790.86  |             |           | \$55,790.86  | \$11,606.40 | \$11,829.72 | 13,349.76   | \$13,458.24 | \$50,244.12  | -\$50,244.12  |
| Dispatcher 5                                                              | Glover, Amani         | \$11,158.17  | \$-9,664.65 |           | \$1,493.52   | \$1,493.52  | \$612.00    | 2,273.76    | \$3,122.40  | \$7,501.68   | -\$7,501.68   |
| Fleet Coordinator                                                         | Guiza, Eduardo        | \$38,512.04  |             |           | \$38,512.04  | \$8,378.92  | \$8,641.90  | 10,446.41   | \$10,787.26 | \$38,254.49  | -\$38,254.49  |
| Driver 1                                                                  | Vegas, Ernie          | \$46,980.86  |             |           | \$46,980.86  | \$10,224.72 | \$10,692.00 | 13,066.56   | \$13,260.00 | \$47,243.28  | -\$47,243.28  |
| Driver 2                                                                  | Velasquez, Felix      | \$48,118.49  |             |           | \$48,118.49  | \$9,798.96  | \$10,512.00 | 12,492.24   | \$13,134.60 | \$45,937.80  | -\$45,937.80  |
| Driver 3                                                                  | Tynes, Andrew         | \$35,235.65  |             |           | \$35,235.65  | \$7,245.24  | \$7,225.80  | 9,811.68    | \$8,646.12  | \$32,928.84  | -\$32,928.84  |
| Driver 4                                                                  | Emerson, Jolene       | \$46,980.86  |             |           | \$46,980.86  | \$8,047.20  | \$8,551.92  | 11,301.84   | \$10,723.08 | \$38,624.04  | -\$38,624.04  |
| Shop Coordinator                                                          | Alaniz, Rodney        | \$30,717.93  |             |           | \$30,717.93  | \$4,441.52  | \$4,022.64  | 7,824.82    | \$5,413.35  | \$21,702.33  | -\$21,702.33  |
| Repair Technician 1                                                       | Hamilton, Richard     | \$28,130.78  |             |           | \$28,130.78  | \$5,266.10  | \$3,949.39  | 6,636.22    | \$5,611.96  | \$21,463.67  | -\$21,463.67  |
| Repair Technician 2                                                       | Genosick, Christopher | \$22,280.00  |             | -3,554.40 | \$18,725.60  | \$4,633.76  | \$3,321.08  | 1,020.32    | \$4,046.00  | \$13,021.16  | -\$16,575.56  |
| Case Manager 1                                                            | Acampora, Rose        | \$32,240.00  |             |           | \$32,240.00  | \$2,144.43  | \$2,792.02  | 2,976.62    | \$3,037.69  | \$10,950.76  | -\$10,950.76  |
| Case Manager 2                                                            | Shaw, Marissa         | \$31,200.00  |             |           | \$31,200.00  | \$4,657.65  | \$5,902.80  | 8,103.30    | \$7,693.80  | \$26,357.55  | -\$26,357.55  |
| Taxes/Benefits                                                            |                       | \$127,726.25 |             |           | \$127,726.25 | \$0.00      | \$73,304.65 | \$89,275.41 | \$80,403.97 | \$242,984.03 | -\$242,984.03 |
| Bank Charges                                                              |                       | \$3,500.00   |             |           | \$3,500.00   | \$376.45    | \$415.52    | \$980.83    | \$591.56    | \$2,364.36   | -\$2,364.36   |
| Consultants - Accounting Fees (tax preparation & audit)                   |                       | \$1,500.00   |             |           | \$1,500.00   | \$0.00      | \$2,260.00  | \$0.00      | \$0.00      | \$2,260.00   | -\$2,260.00   |
| Consultants - Organizational Development (strategic planning, legal, etc) |                       | \$15,000.00  |             |           | \$15,000.00  | \$714.00    | \$0.00      | \$0.00      | \$0.00      | \$714.00     | -\$714.00     |
| Consultants - Janitorial                                                  |                       | \$5,200.00   |             |           | \$5,200.00   | \$1,400.00  | \$1,200.00  | \$1,400.00  | \$1,200.00  | \$5,200.00   | -\$5,200.00   |
| Equipment                                                                 |                       | \$4,500.00   |             |           | \$4,500.00   | \$1,444.30  | \$2,697.16  | \$1,042.94  | \$772.36    | \$5,956.76   | -\$5,956.76   |
| Event Expenses                                                            |                       | \$2,000.00   |             |           | \$2,000.00   | \$314.91    | \$165.68    | \$-86.55    | \$378.41    | \$772.45     | -\$772.45     |
| Information Technology                                                    |                       | \$14,600.00  |             |           | \$14,600.00  | \$923.88    | \$2,207.01  | \$2,458.11  | \$7,000.75  | \$12,589.75  | -\$12,589.75  |
| Insurance                                                                 |                       | \$107,300.00 |             |           | \$107,300.00 | \$0.00      | \$20,096.80 | \$22,566.66 | \$40,605.77 | \$83,269.23  | -\$83,269.23  |

|                                                       |                   |                |         |         |                |              |              |              |              |                |              |
|-------------------------------------------------------|-------------------|----------------|---------|---------|----------------|--------------|--------------|--------------|--------------|----------------|--------------|
| Occupancy (Rent, Utilities, facility maintenance)     |                   | \$36,750.00    |         |         | \$36,750.00    | \$8,829.16   | \$8,508.10   | \$11,698.15  | \$11,804.36  | \$40,839.77    | -\$40,839.77 |
| Outreach/Advertising                                  |                   | \$3,500.00     |         |         | \$3,500.00     | \$156.78     | \$1,523.07   | \$190.00     | \$2,723.87   | \$4,593.72     | -\$4,593.72  |
| Payroll Services                                      |                   | \$12,000.00    |         |         | \$12,000.00    | \$894.45     | \$2,170.00   | \$2,616.00   | \$2,804.00   | \$8,484.45     | -\$8,484.45  |
| Permits, Licenses, Fees                               |                   | \$500.00       |         |         | \$500.00       | \$85.00      | \$319.75     | \$224.00     | \$384.77     | \$1,013.52     | -\$1,013.52  |
| Postage & Shipping                                    |                   | \$2,100.00     |         |         | \$2,100.00     | \$372.56     | \$403.87     | \$290.28     | \$1,306.89   | \$2,373.60     | -\$2,373.60  |
| Printing & Copying                                    |                   | \$2,450.00     |         |         | \$2,450.00     | \$869.07     | \$984.71     | \$672.25     | \$721.42     | \$3,247.45     | -\$3,247.45  |
| Supplies (office, PPE)                                |                   | \$5,548.00     |         |         | \$5,548.00     | \$858.06     | \$1,709.77   | \$844.28     | \$968.79     | \$4,380.90     | -\$4,380.90  |
| Telecommunications                                    |                   | \$30,200.00    |         |         | \$30,200.00    | \$6,550.59   | \$8,020.05   | \$7,262.61   | \$7,108.84   | \$28,942.09    | -\$28,942.09 |
| Travel & Mileage                                      |                   | \$7,000.00     |         |         | \$7,000.00     | \$1,389.08   | \$1,489.57   | \$2,793.31   | \$1,007.61   | \$6,679.57     | -\$6,679.57  |
| Vehicle Expense (gasoline, maintenance, registration) |                   | \$13,400.00    |         |         | \$13,400.00    | \$2,523.00   | \$2,427.87   | \$3,424.24   | \$6,234.37   | \$14,609.48    | -\$14,609.48 |
| *Dispatcher 5                                         | Magana, Kathleen  |                | 9664.65 |         | \$9,664.65     | 396          | \$2,100.00   | 3,426.00     | \$2,326.32   | \$8,248.32     | -\$8,248.32  |
| *Repair Technician 3                                  | Rudominer, Darius |                |         | 3554.40 | \$3,554.40     |              |              | 3,554.40     | \$2,118.96   | \$5,673.36     | -\$2,118.96  |
| *Staff Development                                    |                   |                |         |         | \$0.00         |              |              | 149.85       | \$0.00       | \$149.85       | -\$149.85    |
| <b>TOTAL</b>                                          |                   | \$1,712,079.00 | \$0.00  | \$0.00  | \$1,712,079.00 | \$296,704.62 | \$395,284.02 | \$471,468.95 | \$498,874.40 | \$1,662,331.99 | \$49,747.01  |

Advances Received **\$1,712,078.75**  
 Underspent/(Overspent) **\$49,746.76**

**Total Current Year (FY 2025) Allocation**

| Expenditure Category     | Staff Name        | Approved Budget | Budget Mod Q1 | Budget Mod Q3 | Revised Budget | Jul-Sep 2024 | Oct-Dec 2024 | Jan-Mar 2025 | Apr-Jun 2025 | Total Expenditure | Budget Balance |
|--------------------------|-------------------|-----------------|---------------|---------------|----------------|--------------|--------------|--------------|--------------|-------------------|----------------|
| *Dispatcher 5            | Magana, Kathleen  |                 | 9664.65       |               |                | 396          | \$2,100.00   | 3,426.00     | \$2,326.32   | \$8,248.32        | \$1,416.33     |
| *Repair Technician 3     | Rudominer, Darius |                 |               | 3554.40       |                |              |              | 3,554.40     | \$2,118.96   | \$5,673.36        | -\$2,118.96    |
| *Staff Development       |                   |                 |               |               |                |              |              | 149.85       | \$0.00       | \$149.85          | -\$149.85      |
| Administrative Assistant | Hanscom, Lisabeth | \$54,340.00     |               |               | \$54,340.00    | \$11,201.48  | \$11,531.78  | 13,000.52    | \$13,585.26  | \$49,319.04       | \$5,020.96     |
| Attendant 1              | Alarab, Laurie    | \$38,819.03     |               |               | \$38,819.03    | \$2,568.00   | \$5,821.20   | 10,014.44    | \$8,668.52   | \$27,072.16       | \$11,746.87    |
| Attendant 2              | Haynie, Courtney  | \$55,455.76     |               |               | \$55,455.76    | \$9,829.44   | \$10,162.32  | 11,920.20    | \$12,029.16  | \$43,941.12       | \$11,514.64    |
| Attendant 3              | Eminger, Aaron    | \$44,364.61     |               |               | \$44,364.61    | \$8,725.20   | \$0.00       | 0            | \$0.00       | \$8,725.20        | \$35,639.41    |
| Attendant 4              | Franco, Angelica  | \$38,819.03     |               |               | \$38,819.03    | \$8,343.60   | \$8,409.60   | 9,744.00     | \$10,026.00  | \$36,523.20       | \$2,295.83     |

|                                                                           |                         |             |             |  |             |             |             |            |             |             |             |
|---------------------------------------------------------------------------|-------------------------|-------------|-------------|--|-------------|-------------|-------------|------------|-------------|-------------|-------------|
| Attendant 5                                                               | Fusco, Andrew           | \$41,591.82 |             |  | \$41,591.82 | \$8,616.00  | \$10,638.00 | 10,951.92  | \$10,932.00 | \$41,137.92 | \$453.90    |
| Attendant 6                                                               | Ibarra, Maricela        | \$49,910.19 |             |  | \$49,910.19 | \$11,586.36 | \$11,425.80 | 12,354.12  | \$14,718.36 | \$50,084.64 | -\$174.45   |
| Attendant 7                                                               | Liu, Grace              | \$24,955.09 |             |  | \$24,955.09 | \$10,145.28 | \$6,160.00  | 6,384.00   | \$7,980.00  | \$30,669.28 | -\$5,714.19 |
| Attendant 8                                                               | Russell-Carter, Charles | \$47,137.40 |             |  | \$47,137.40 | \$11,444.64 | \$12,003.12 | 14,093.76  | \$12,935.04 | \$50,476.56 | -\$3,339.16 |
| Bank Charges                                                              |                         | \$3,500.00  |             |  | \$3,500.00  | \$376.45    | \$415.52    | \$980.83   | \$591.56    | \$2,364.36  | \$1,135.64  |
| Bookkeeper                                                                | Tenenbaum, Maggie       | \$25,833.60 |             |  | \$25,833.60 | \$5,889.15  | \$5,859.75  | 6,871.15   | \$6,704.94  | \$25,324.99 | \$508.61    |
| Case Manager 1                                                            | Acampora, Rose          | \$32,240.00 |             |  | \$32,240.00 | \$2,144.43  | \$2,792.02  | 2,976.62   | \$3,037.69  | \$10,950.76 | \$21,289.24 |
| Case Manager 2                                                            | Shaw, Marissa           | \$31,200.00 |             |  | \$31,200.00 | \$4,657.65  | \$5,902.80  | 8,103.30   | \$7,693.80  | \$26,357.55 | \$4,842.45  |
| Consultants - Accounting Fees (tax preparation & audit)                   |                         | \$1,500.00  |             |  | \$1,500.00  | \$0.00      | \$2,260.00  | \$0.00     | \$0.00      | \$2,260.00  | -\$760.00   |
| Consultants - Janitorial                                                  |                         | \$5,200.00  |             |  | \$5,200.00  | \$1,400.00  | \$1,200.00  | \$1,400.00 | \$1,200.00  | \$5,200.00  | \$0.00      |
| Consultants - Organizational Development (strategic planning, legal, etc) |                         | \$15,000.00 |             |  | \$15,000.00 | \$714.00    | \$0.00      | \$0.00     | \$0.00      | \$714.00    | \$14,286.00 |
| Deputy Director                                                           | Woolbert, Richard       | \$70,761.60 |             |  | \$70,761.60 | \$16,027.20 | \$16,432.60 | 19,656.00  | \$18,900.00 | \$71,015.80 | -\$254.20   |
| Dispatcher 1                                                              | Chahua-Ortiz, Flor      | \$55,790.86 |             |  | \$55,790.86 | \$11,795.16 | \$11,941.08 | 14,121.12  | \$14,408.16 | \$52,265.52 | \$3,525.34  |
| Dispatcher 2                                                              | Genet-Lira, Rosa        | \$55,790.86 |             |  | \$55,790.86 | \$11,589.36 | \$11,997.48 | 14,113.68  | \$15,296.52 | \$52,997.04 | \$2,793.82  |
| Dispatcher 3                                                              | Nelson, Aaron           | \$55,790.86 |             |  | \$55,790.86 | \$11,238.00 | \$11,832.48 | 13,730.40  | \$14,118.00 | \$50,918.88 | \$4,871.98  |
| Dispatcher 4                                                              | Watson, Shaviya         | \$55,790.86 |             |  | \$55,790.86 | \$11,606.40 | \$11,829.72 | 13,349.76  | \$13,458.24 | \$50,244.12 | \$5,546.74  |
| Dispatcher 5                                                              | Glover, Amani           | \$11,158.17 | -\$9,664.65 |  | \$11,158.17 | \$1,493.52  | \$612.00    | 2,273.76   | \$3,122.40  | \$7,501.68  | -\$6,008.16 |
| Driver 1                                                                  | Vegas, Ernie            | \$46,980.86 |             |  | \$46,980.86 | \$10,224.72 | \$10,692.00 | 13,066.56  | \$13,260.00 | \$47,243.28 | -\$262.42   |
| Driver 2                                                                  | Velasquez, Felix        | \$48,118.49 |             |  | \$48,118.49 | \$9,798.96  | \$10,512.00 | 12,492.24  | \$13,134.60 | \$45,937.80 | \$2,180.69  |
| Driver 3                                                                  | Tynes, Andrew           | \$35,235.65 |             |  | \$35,235.65 | \$7,245.24  | \$7,225.80  | 9,811.68   | \$8,646.12  | \$32,928.84 | \$2,306.81  |
| Driver 4                                                                  | Emerson, Jolene         | \$46,980.86 |             |  | \$46,980.86 | \$8,047.20  | \$8,551.92  | 11,301.84  | \$10,723.08 | \$38,624.04 | \$8,356.82  |
| Equipment                                                                 |                         | \$4,500.00  |             |  | \$4,500.00  | \$1,444.30  | \$2,697.16  | \$1,042.94 | \$772.36    | \$5,956.76  | -\$1,456.76 |

|                                                       |                       |                       |               |               |                       |                     |                     |                     |                     |                       |                    |
|-------------------------------------------------------|-----------------------|-----------------------|---------------|---------------|-----------------------|---------------------|---------------------|---------------------|---------------------|-----------------------|--------------------|
| Event Expenses                                        |                       | \$2,000.00            |               |               | \$2,000.00            | \$314.91            | \$165.68            | \$-86.55            | \$378.41            | \$772.45              | \$1,227.55         |
| Executive Director                                    | Curtis, Bruce         | \$95,680.00           |               |               | \$95,680.00           | \$22,036.00         | \$22,080.00         | 25,760.00           | \$26,496.00         | \$96,372.00           | -\$692.00          |
| Fleet Coordinator                                     | Guiza, Eduardo        | \$38,512.04           |               |               | \$38,512.04           | \$8,378.92          | \$8,641.90          | 10,446.41           | \$10,787.26         | \$38,254.49           | \$257.55           |
| Information Technology                                |                       | \$14,600.00           |               |               | \$14,600.00           | \$923.88            | \$2,207.01          | \$2,458.11          | \$7,000.75          | \$12,589.75           | \$2,010.25         |
| Insurance                                             |                       | \$107,300.00          |               |               | \$107,300.00          | \$0.00              | \$20,096.80         | \$22,566.66         | \$40,605.77         | \$83,269.23           | \$24,030.77        |
| Occupancy (Rent, Utilities, facility maintenance)     |                       | \$36,750.00           |               |               | \$36,750.00           | \$8,829.16          | \$8,508.10          | \$11,698.15         | \$11,804.36         | \$40,839.77           | -\$4,089.77        |
| Outreach & Communications Coordinator                 | Jacobson, Trevor      | \$46,726.40           |               |               | \$46,726.40           | \$10,587.64         | \$9,731.96          | 11,421.34           | \$12,918.92         | \$44,659.86           | \$2,066.54         |
| Outreach/Advertising                                  |                       | \$3,500.00            |               |               | \$3,500.00            | \$156.78            | \$1,523.07          | \$190.00            | \$2,723.87          | \$4,593.72            | -\$1,093.72        |
| Payroll Services                                      |                       | \$12,000.00           |               |               | \$12,000.00           | \$894.45            | \$2,170.00          | \$2,616.00          | \$2,804.00          | \$8,484.45            | \$3,515.55         |
| Permits, Licenses, Fees                               |                       | \$500.00              |               |               | \$500.00              | \$85.00             | \$319.75            | \$224.00            | \$384.77            | \$1,013.52            | -\$513.52          |
| Postage & Shipping                                    |                       | \$2,100.00            |               |               | \$2,100.00            | \$372.56            | \$403.87            | \$290.28            | \$1,306.89          | \$2,373.60            | -\$273.60          |
| Printing & Copying                                    |                       | \$2,450.00            |               |               | \$2,450.00            | \$869.07            | \$984.71            | \$672.25            | \$721.42            | \$3,247.45            | -\$797.45          |
| Program Manager 1                                     | Keeton, Ayanna        | \$74,880.00           |               |               | \$74,880.00           | \$17,280.00         | \$17,280.00         | 20,160.00           | \$21,312.00         | \$76,032.00           | -\$1,152.00        |
| Program Manager 2                                     | Talakhadze, Levan     | \$13,312.00           |               |               | \$13,312.00           | \$1,766.40          | \$1,920.00          | 3,086.00            | \$8,448.00          | \$15,220.40           | -\$1,908.40        |
| Repair Technician 1                                   | Hamilton, Richard     | \$28,130.78           |               |               | \$28,130.78           | \$5,266.10          | \$3,949.39          | 6,636.22            | \$5,611.96          | \$21,463.67           | \$6,667.11         |
| Repair Technician 2                                   | Genosick, Christopher | \$22,280.00           |               | -3,554.40     | \$22,280.00           | \$4,633.76          | \$3,321.08          | 1,020.32            | \$4,046.00          | \$13,021.16           | \$5,704.44         |
| Shop Coordinator                                      | Alaniz, Rodney        | \$30,717.93           |               |               | \$30,717.93           | \$4,441.52          | \$4,022.64          | 7,824.82            | \$5,413.35          | \$21,702.33           | \$9,015.60         |
| Supplies (office, PPE)                                |                       | \$5,548.00            |               |               | \$5,548.00            | \$858.06            | \$1,709.77          | \$844.28            | \$968.79            | \$4,380.90            | \$1,167.10         |
| Taxes/Benefits                                        |                       | \$127,726.25          |               |               | \$127,726.25          | \$0.00              | \$73,304.65         | \$89,275.41         | \$80,403.97         | \$242,984.03          | -\$115,257.78      |
| Telecommunications                                    |                       | \$30,200.00           |               |               | \$30,200.00           | \$6,550.59          | \$8,020.05          | \$7,262.61          | \$7,108.84          | \$28,942.09           | \$1,257.91         |
| Travel & Mileage                                      |                       | \$7,000.00            |               |               | \$7,000.00            | \$1,389.08          | \$1,489.57          | \$2,793.31          | \$1,007.61          | \$6,679.57            | \$320.43           |
| Vehicle Expense (gasoline, maintenance, registration) |                       | \$13,400.00           |               |               | \$13,400.00           | \$2,523.00          | \$2,427.87          | \$3,424.24          | \$6,234.37          | \$14,609.48           | -\$1,209.48        |
| <b>TOTAL</b>                                          |                       | <b>\$1,712,079.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$1,712,079.00</b> | <b>\$296,704.62</b> | <b>\$395,284.02</b> | <b>\$471,468.95</b> | <b>\$498,874.40</b> | <b>\$1,662,331.99</b> | <b>\$49,747.01</b> |

**Total Carryover (FY 2024) Allocation**

| Expenditure Category | Staff Name | Approved Budget | Budget Mod Q1 | Budget Mod Q3 | Revised Budget | Jul-Sep 2024 | Oct-Dec 2024 | Jan-Mar 2025 | Apr-Jun 2025 | Total Expenditure | Budget Balance |
|----------------------|------------|-----------------|---------------|---------------|----------------|--------------|--------------|--------------|--------------|-------------------|----------------|
|                      |            |                 |               |               |                |              |              |              |              | \$0.00            | \$0.00         |

|              |  |        |        |        |        |        |        |        |        |        |        |
|--------------|--|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| <b>TOTAL</b> |  | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
|--------------|--|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|

**Quarter 1 Budget Modification:**

Dispatcher Kathleen Magana replaced Amani Glover.

**Quarter 3 Budget Modification:**

Repair Technician Christopher Genosick went on medical leave; Darius Rudominer hired.

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):

**Equipment Inventory Table** List all equipment acquired fully or partially with City funds

| Item Description | Location | Serial # | Date Purch | Total Cost | City Funding Share | City Funds Used | Life Exp |
|------------------|----------|----------|------------|------------|--------------------|-----------------|----------|
|------------------|----------|----------|------------|------------|--------------------|-----------------|----------|

| Item Description | Depr Meth | Depr Yr 1 | Depr Yr 2 | Depr Yr 3 | Depr Yr 4 | Depr Yr 5 | Total Depr | Resid. Value | Date Disp. |
|------------------|-----------|-----------|-----------|-----------|-----------|-----------|------------|--------------|------------|
|------------------|-----------|-----------|-----------|-----------|-----------|-----------|------------|--------------|------------|

- 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: [Maggie Tenenbaum](#)

Email: [maggie@easydoesitservices.org](mailto:maggie@easydoesitservices.org)

Date: 08/05/2025

Authorized By: [Bruce Curtis](#)

Email: [bruce@easydoesitservices.org](mailto:bruce@easydoesitservices.org)

Name of Authorized Signatory with Signature on File

|                                                                                            |                                                      |                                                      |
|--------------------------------------------------------------------------------------------|------------------------------------------------------|------------------------------------------------------|
| <b>Approved By:</b><br><a href="#">Mary-Claire Katz</a> 08/27/2025<br>Project Manager Date | <b>Examined By:</b><br>_____<br>CSA Fiscal Unit Date | <b>Approved By:</b><br>_____<br>CSA Fiscal Unit Date |
|--------------------------------------------------------------------------------------------|------------------------------------------------------|------------------------------------------------------|

Initially submitted: Jul 29, 2025 - 16:47:43