



## Human Welfare and Community Action Commission

### AGENDA

Wednesday, January 29, 2025

6:00 PM

2180 Milvia Street  
Berkeley, CA 94704

#### Preliminary Matters

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

#### Update/Action Items

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

#### **Berkeley Community Action Agency Board Business**

1. Approve minutes from the 11/20/2024 Regular Meeting (Attachment A) – All
2. Adopt 2025 Commission Meeting Dates (Attachment B) – All
3. Election of low-income representative – All
4. Discussion and possible action on Commission Bylaws (Attachment C) – All
5. Discussion and possible action on a draft revised strategic plan and Council item for the HWCAC (Attachment D) – Commissioner Lara Cruz
6. Review City of Berkeley funded agency Program and Financial reports (Attachment E) – Staff
  - a. Through The Looking Glass program and financial reports

#### **Other Discussion Items**

7. Discussion and possible action on a Council item regarding the City of Berkeley Single Audit for the year ended June 30, 2023 (Attachment F)– All
8. Discussion and possible action on ADA audits of City programs – Behm-Steinberg
9. Review latest City Council meeting agenda
10. Announcements
11. Future Agenda Items

#### **Adjournment**

#### **Attachments**

- A. Draft Minutes of the 11/20/2024 Meeting

- B. 2025 Commission Meeting Dates
- C. Draft HWCAC Bylaws
- D. Draft revised work plan for the HWCAC
- E. City of Berkeley 2023 Single Audit Draft Council items
- F. Program and financial reports from TTLG

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

### **Communications**

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 Housing and Community Services Department located at 2180 Milvia Street, 2nd Floor.

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 981-6418 (V) or 981-6347 (TDD) at least three business days before the meeting date. **Please refrain from wearing scented products to this meeting.**

#### **Secretary:**

Mary-Claire Katz  
Health, Housing & Community Services Department  
510-981-5414  
[mkatz@berkeleyca.gov](mailto:mkatz@berkeleyca.gov)

#### **Mailing Address:**

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



## Human Welfare and Community Action Commission

### DRAFT MINUTES

Wednesday, November 20, 2024

6:00 PM

2180 Milvia Street

Berkeley, CA 94704

#### Preliminary Matters

1. Roll Call  
 Present: Behm-Steinberg, Huchting, Lara Cruz, Lippman, Sol  
 Absent: Bohn, Gaona  
 Quorum: 4 (Attended: 5)  
 Staff Present: Mary-Claire Katz, Kat Larrowe.  
 Public Present: One.
  
2. Agenda Approval  
 No changes.

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**

1. Approve minutes from the 10/16/2024 Regular Meeting (Attachment A) – All  
**Action:** M/S/C (Lippman/Behm-Steinberg) to approve the minutes from the 10/16/24 regular meeting.  
**Vote:** Ayes –Behm-Steinberg, Huchting, Lara Cruz, Lippman, Sol. Noes –None; Abstain – None; Absent – Bohn, Gaona.
  
2. Commission Strategic Plan Technical Assistance update (Attachment B) – City Staff  
**No action taken.**
  
3. Discussion and possible action on Commission Bylaws (Attachment C) – All  
**No action taken.**
  
4. Discussion and possible action on a draft revised strategic plan and Council item for the HWCAC (Attachment D) – Commissioner Lara Cruz  
**Action:** M/S/C (Lara Cruz/Huchting) to authorize Lara Cruz to create final draft of the strategic plan with edits provided by commissioners.  
**Vote:** Ayes –Behm-Steinberg, Huchting, Lara Cruz, Lippman, Sol. Noes –None; Abstain – None; Absent – Bohn, Gaona.
  
5. Review City of Berkeley funded agency Program and Financial reports (Attachment E) – Staff
  - a. East Bay Community Law Center program and financial reports  
**No action taken.**

### **Other Discussion Items**

6. Discussion and possible action on a Council item regarding the City of Berkeley Single Audit for the year ended June 30, 2023 (Attachment F)– All  
**No action taken.**
7. Discussion and possible action on ADA audits of City programs – Behm-Steinberg  
**No action taken.**
8. Review latest City Council meeting agenda  
**No action taken.**
9. Announcements  
**No action taken.**
10. Future Agenda Items  
**No action taken.**

### **Adjournment**

**Action:** M/S/C (Lippman/Behm-Steinberg) to adjourn at 8:00 PM in memory of Benten Brown.

**Vote:** Ayes –Behm-Steinberg, Huchting, Lara Cruz, Lippman, Sol. Noes –None; Abstain – None; Absent – Bohn, Gaona.

### **Attachments**

- A. Draft Minutes of the 10/16/2024 Meeting
- B. Strategic Planning Handouts
- C. Draft HWCAC Bylaws
- D. Draft revised work plan for the HWCAC
- E. City of Berkeley 2023 Single Audit Draft Council items
- F. Program and financial reports from J-Sei

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**Secretary:**

Mary-Claire Katz  
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2180 Milvia Street, 2<sup>nd</sup> Floor  
Berkeley, CA 94704

## 2025 Commission Meeting Dates

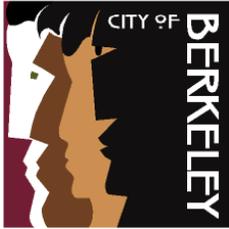
Name of Commission: Human Welfare & Community Action

Commission Secretary: Mary-Claire Katz

Meeting Location: 2180 Milvia Street, 1st Floor, Cypress Room

Month	Meeting Date	Time
<b>January 2025</b>	Wednesday January 29	6:00pm
<b>February 2025</b>	Wednesday February 19	6:00pm
<b>March 2025</b>	Wednesday March 19	6:00pm
<b>April 2025</b>	Wednesday April 16	6:00pm
<b>May 2025</b>	Wednesday May 21	6:00pm
<b>June 2025</b>	Wednesday June 18	6:00pm

Month		Time
<b>July 2025</b>	Wednesday July 16	6:00pm
<b>August 2025</b>	No Meeting	6:00pm
<b>September 2025</b>	Wednesday September 17	6:00pm
<b>October 2025</b>	Wednesday October 15	6:00pm
<b>November 2025</b>	Wednesday November 19	6:00pm
<b>December</b>	No Meeting	6:00pm



Human Welfare and  
Community Action Commission

## **By-Laws Berkeley Community Action Agency**

### ARTICLE I

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

### ARTICLE II

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

### ARTICLE III

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

## ARTICLE IV

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

A. The commission shall function as the Board of the Community Action Agency as set forth in California Government Code Sections 12750 - 12763 and its successors;

B. Review and accept the Community Action Plan and the accompanying Community Needs Assessment as outlined in the Community Service Block Grant Organizational Standards and create a citizen awareness of these needs;

C. Fulfill all duties and meet all requirements as detailed in the annual Community Service Block Grant Organizational Standards report;

D. Identify social welfare needs of the Berkeley community and create awareness of these needs among residents;;

E. Identify social welfare standards made available by other social welfare agencies and provide the public information with reference to such services;

F. Encourage the development of programs designed to improve the social welfare of the Berkeley community;

G. Render advice and assistance to other City boards and commissions, to City departments and to private agencies on matters of social welfare;

H. Advise the City Council on all matters affecting the social welfare of the community and its citizens;

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

J. In prescribing the above duties and functions of the commission, it is not the intent of the Council to duplicate or overlap the functions, duties or responsibilities heretofore or hereafter assigned to any other City board or commission or to a City department. As to such functions or responsibilities above set forth which are partially or wholly the responsibilities of another board or commission or of a department of the City, the commission will render assistance and advice to such board, commission or department as may be requested.

K. In prescribing the above duties and functions of the commission, it is not the intent of the council to duplicate or overlap the functions, duties or responsibilities heretofore or hereafter assigned to any other City board or commission or to a City board or commission or to a City department. As to such functions or responsibilities above set forth which are partially or wholly the responsibilities of another board or commission or

of a department of the City, the commission will render assistance and advice to such board, commission or department as may be requested. (Ord. 6011-NS § 7, 1990)

## ARTICLE V

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

A. Three of the members shall be appointed by the Berkeley City Council by majority vote.

B. Three of the members shall be appointed by the Berkeley City Council by majority vote.

C. Three of the members shall be low-income representatives, subject to the eligibility requirements of this paragraph, and elected to the commission using one of the methods in Section 3.78.090:

- i. An individual who is at or below the federal poverty line, and who resides within the City of Berkeley; or
- ii. An individual from a group(s) or organization(s) composed primarily of low-income persons and representing the interest of the low-income population in the City of Berkeley, whose membership duly select a representative chosen in accordance with a democratic selection procedure.

D. Three of the members shall be members or officials of business, industry, labor, religious, welfare, education, or major groups and interests in the community, as required by California Government Code Sections 12736(e), 12750(a)(2), and 12751 (and its successors), the language of which is incorporated herein by reference. These members should be identified and nominated for Council approval by the existing commissioners.

E. For the purpose of members appointed pursuant to paragraph C and D, the community service block grant (CSBG) target area is within the boundary of the City of Berkeley.

## ARTICLE VI

### ELECTIONS FOR REPRESENTATIVES OF THE POOR.

Low-income representatives shall be chosen in accordance with democratic selection procedures adequate to assure that they represent the low-income persons in the geographic service area of the City of Berkeley. Among the selection procedures which may be employed, as determined by the commission secretary, either separately or in combination, are the following: (a) nominations and elections, whether within the neighborhoods, community, or service area as a whole; (b) selection at a meeting or

conference of low-income persons such that the date, time, and place of such a meeting or conference have been adequately publicized; (c) selection of a small area basis (such as a neighborhood) of representatives who in turn select members for the commission; (d) the commission may recognize a group(s) or organization(s) composed primarily of low-income persons and representing the interest of the low-income population, whose membership may select one or more representatives to the commission. Persons at or below the federal poverty line shall be permitted to vote in the selection processes. The commission may request a waiver for the federal poverty line eligibility in order to establish residency or other relevant criteria as a basis for eligibility, which will be provided to and reviewed by the commission secretary for CSBG compliance.

## ARTICLE VII

### RESPONSIBILITY OF COMMUNITY ACTION AGENCY ADVISORY BOARD:

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

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

## ARTICLE VIII

### TERMS OF OFFICE AND COMPENSATION FOR BOARD MEMBERS:

The term of office of each elected member, other than specifically provided herein, shall be four years from the date of the elections; no person shall serve for more than two full elected terms, or eight years. The term of office of each appointed member shall be as provided in B.M.C. Section 3.02.040.

## ARTICLE IX

### ELECTION OF OFFICERS, TERM OF OFFICE:

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

- Chair
- Vice Chair

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

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

## ARTICLE X

### DUTIES OF OFFICERS:

#### SECTION 1: Chair.

The chairperson performs the following duties:

- Presides at all meetings of the commission and ensures that the work of the commission is accomplished. To this end the chairperson must exert sufficient control of the meeting to eliminate irrelevant, repetitious or otherwise unproductive discussion. At the same time the chairperson must ensure that all viewpoints are heard and are considered in a fair and impartial manner.
- Appoints commission members to temporary subcommittees subject to the approval of the commission.
- Approves the agenda prior to distribution.
- Signs correspondence on behalf of the commission.
- Represents the commission before the City Council with the approval of the commission.
- Approves and signs commission reports to Council as prepared by the secretary.
- Performs other duties necessary or customary to the office.

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

## ARTICLE XI

### VACANCIES.

SECTION 1: Vacancies on said commission shall be filled in accordance with the provisions outlined in Article V herein. Vacancies on the board shall result when a member notifies the City Clerk of his/her resignation, or when an elected board member moves and establishes residence outside of his/her election district. Elected members of the commission are subject to the same membership and attendance requirements as appointed members except as otherwise provided in this chapter.

A. A vacancy shall exist when an elected board member moves and establishes residence outside of their election district or otherwise no longer meets the eligibility requirements of Section 3.78.020.C.

B. Vacancies in any elected commission position shall be filled by a new election pursuant to Section 3.78.090.

SECTION 2: An elected member of the commission may take a temporary leave of absence of up to three months in duration by notifying the City Clerk and the commission secretary in writing in advance of the absence, during which time a temporary vacancy shall exist. During the period of such temporary vacancy in an elected position, a temporary appointment shall be made by the remaining low-income representatives subject to the eligibility requirements of Section 3.78.020.C.

## ARTICLE XII

### QUORUM:

SECTION 1: A majority of the members appointed to the commission shall constitute a quorum and the affirmative vote of a majority of the members appointed is required to take any action.

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

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

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

## ARTICLE XIII

### MEETINGS AND ATTENDANCE.

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

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

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

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

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

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

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

## ARTICLE XIV

### COMMITTEES

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

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

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

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

## ARTICLE XV

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

## ARTICLE XVI

### CONFLICT OF INTEREST

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

ARTICLE XVII

AMENDMENTS

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

These Bylaws were approved at a meeting of the Board of Directors of the Berkeley Community Action Agency (the Human Welfare and Community Action Commission) on **DATE**.

---

NAME

HWCAC Chair

[DRAFT]

## 2025 – 2030 HWCAC Strategic Plan DRAFT 2.0

**Vision**

Our vision is to address and eradicate the various systemic issues that have long plagued the most vulnerable communities in our city. We wish to see these issues addressed in the city by working in collaboration with city officials/services, community organizations and community members to provide robust support for the community's most marginalized groups. We envision a city that is solutions-oriented and listens to the needs of the communities that are impacted. An essential component of this vision involves a focus on ensuring diversity, equity, and inclusion throughout our processes, while integrating the input of commissioners representing numerous essential groups such as low-income representatives and private sector commissioners.

**Mission**

Our goal is to provide City Council with recommendations to support a fully integrated system of community services and policies that provide for residents who are unlikely to be equitably served by the status quo. Recognizing that these needs will shift as problems are addressed and unforeseen problems arise, we aim to be flexible and fluid to adequately respond as different needs arise in the community.

Our legally mandated responsibility is to review grants made from CSBG and Measure E funds. It is our intention to take an active role in these reviews. We are unique among Berkeley commissions in our ability to review the performance of grantees and proposals to Council from different perspectives reflecting the tripartite nature of the commission. Federal regulations require the voice of low-income people in selecting and overseeing programs that benefit them, particularly Community Service Block Grants. We intend to fully review the aims of awarded grants, as well as the actual outcomes produced by those grants. As this body serves as an advisory council for all matters relating to human welfare of the most vulnerable members of the community, we seek to unite the expertise of our members with extensive background in study and work experience in the field with the lived experience of those who are or have been program clients. The tripartite nature of the HWCAC will enable the commission to evaluate programs and proposals, aided by policy professionals, to produce analysis based on both social science and a lived, practical experience.

**Core Issues to be addressed by the HWCAC**

The HWCAC is unique in that it takes a more holistic view than that of commissions specialized on a single issue. Our recommendations will aim at holistically addressing the systemic issues that cannot be addressed in silos, focusing on areas covered by the grants we review but also considering issues that impact them.

We acknowledge that we will not be able to address every issue but we will give a general overview of the areas of coverage which City code defines as "... concerned with community-wide and group interests rather than with needs of individual residents and embraces such areas, among others, as special needs of the family, children, youth and the aged, and the way in which people live and work together. (Ord. 7902-NS § 1, 2024):"

- a. Poverty and homelessness

[DRAFT]

[DRAFT]

- b. Health and safety, including access to basic medical care
- c. Disability and aging
- d. Ecology and food security (as in community garden allotments)
- e. Housing and density
- f. Transportation
- g. Childcare
- h. Any activity which may enhance the lives of or protect threatened communities from predatory behavior, including but not limited to banking services; fraud prevention; job and educational training opportunities; and detox programs.

### **Target Populations**

- 1. General Funds: Low income (up to 60% of AMI.) households that own or rent within the City of Berkeley.
- 2. CSBG Funds: Households that reside within the City of Berkeley whose household income is 200% or less of the poverty level

### **Objectives and Strategies**

- 1. Increase community outreach to invite individuals with lived experience to provide their views on the needs they need addressed.
- 2. Work with community members, staff, other commissions, and funded agencies to develop metrics for success and review them on an annual basis.
- 3. Continue reviewing progress reports from grantees, and welcoming the input of those with lived experience with these programs.
- 4. Center community input and lived experience to determine successes and limitations of each organization
- 5. Partner and collaborate with other commissions to pass recommendations of mutual interest to better be able to address the needs of the community
- 6. Address gaps in the continuum of care and unserved or underserved needs in funded programs
- 7. Using the HWCAC's combined education, worked experience, and lived experience, craft policy recommendations to fill gaps in service to the community
- 8. Deescalate and resolve community tension between people with perceived difference of interest

### **Action Plan**

- 1. Agency Reviews
  - a. Consider encouraging agencies to attend HWCAC meetings to discuss their programs and best practices and provide recommendations to ensure that programs are performing as intended
  - b. Review existing agency reports and provide staff with ideas on ways that could help provide additional information
  - c. Review all agency reports annually and work with city staff to carry out site visits at least once every funding cycle
  - d. Look for alternative sources of funding to help support agencies and staff

[DRAFT]

[DRAFT]

2. Carry out an annual planning meeting in the first quarter of the year to discuss the following items
  - a. Review of accomplishments for past year
  - b. Discuss commission priorities for the coming year
  - c. Review community services to ensure that community needs are being met
  - d. Review any recommendations for changes to commission bylaws
  - e. Discuss any updates to work/strategic plan
  
3. Working with other commissions
  - a. Establish liaisons for other commissions
  - b. Find ways to bring other commissions' input into council recommendations when possible and appropriate
  - c. Share information with other commissions as needed

[DRAFT]



City of Berkeley Housing & Community Services Department  
 2180 Milvia Street  
 Berkeley, CA 94704  
 Contact: Community Agency RFP, [CommunityAgencyRFP@berkeleyca.gov](mailto:CommunityAgencyRFP@berkeleyca.gov) 510.981.5408

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**CITY OF BERKELEY  
 COMMUNITY AGENCY STATEMENT OF EXPENSE  
 01/01/2024 TO 03/31/2024**

Note: Any variation from the Approved Budget requires a Budget Modification Form.

[Click Here](#) to create a Budget Modification Column.

Agency Name: Through The Looking Glass  
 Program Name: Berkeley Parenting & Disability Project  
 Funding Source : General Fund

Contract #:  
 PO #:

Expenditure Category	Staff Name	Approved Budget	Budget Mod Q1	Revised Budget	Jul-Sep 2023	Oct-Dec 2023	Jan-Mar 2024	Apr-Jun 2024	Total Expenditure	Budget Balance
Clinical Director	Sherrie Hansen	\$1,200.00	-1200	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
Family Support Specialist	Jennifer Bregante	\$4,788.00	-4788	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
Family Clinician, bilingual (Spanish)	Brie Robertori	\$3,288.00	-3288	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
Family Clinician 1	Abigail Laniel	\$3,300.00	\$5,000.00	\$8,300.00	1711.90	\$2,831.16	\$1,172.80		\$5,715.86	\$2,584.14
OT, Parent workshop leader	Nicole Wright	\$1,528.00	-1528	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
OT, bilingual (Spanish)	Sharon Bergmann	\$983.00	\$0.00	\$983.00	\$0.00	\$0.00	\$0.00		\$0.00	\$983.00
Project Coordinator	Nicolee Brorsen	\$1,376.00	\$-1,176.00	\$200.00	\$185.15	\$14.85	\$0.00		\$200.00	\$0.00
Developmental specialist	Clay Hays	\$900.00	\$0.00	\$900.00	\$310.14	\$0.00	\$0.00		\$310.14	\$589.86
Taxes/Benefits		\$4,047.00	\$-53.00	\$3,994.00	892.05	\$867.40	\$1,110.05		\$2,869.50	\$1,124.50
Rent		\$1,826.00	\$0.00	\$1,826.00	656.82	\$371.11	\$423.17		\$1,451.10	\$374.90
Utilities		\$53.00	-53	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
Insurance		\$341.00	\$0.00	\$341.00	99.16	\$96.17	\$76.12		\$271.45	\$69.55
Communications		\$735.00	\$-535.00	\$200.00	\$53.46	\$15.16	\$58.33		\$126.95	\$73.05
Office Supplies		\$158.00	\$100.00	\$258.00	128.79	\$47.48	\$36.30		\$212.57	\$45.43
Transportation		\$210.00	\$-140.00	\$70.00	\$0.00	\$0.00	\$0.79		\$0.79	\$69.21
Indirect Costs		\$2,473.00	\$0.00	\$2,473.00	518.19	\$606.10	\$465.56		\$1,589.85	\$883.15
Megan Body	Megan Bondy		\$300.00	\$300.00	\$66.01	\$170.61	\$63.39		\$300.01	\$-0.01

Family Clinician	Khadija Chisholm		\$150.00	\$150.00	150	\$0.00	\$0.00	ATTACHMENT E \$150.00	\$0.00
Family Clinician	Jessica Cordeiro		\$200.00	\$200.00	\$0	\$0.00	\$0.00	\$0.00	\$200.00
Project Coordinator	Belky Iliana Escoba		\$1500	\$1,500.00	261.51	\$177.58	\$462.93	\$902.02	\$597.98
OT/Developmental Director	Stacy Frauwrith		300	\$300.00	\$0	\$218.99	\$63.30	\$282.29	\$17.71
*Family Clinician	Crystal Rose Eland		\$200	\$200.00	\$0	\$189.04	\$10.96	\$200.00	\$0.00
Family Partner	Angela James		\$100	\$100.00	0	\$0.00	\$0.00	\$0.00	\$100.00
*Family Clinician	Karina Williams		\$500	\$500.00	500	\$0.00	\$44.28	\$544.28	-\$44.28
*Other (Intern Services)			\$911.00	\$911.00	\$110.19	\$213.46	\$134.81	\$458.46	\$452.54
Family Clinician	Christopher George		\$1500	\$1,500.00	273.34	\$245.69	\$457.51	\$976.54	\$523.46
*Family Clinician	Madeleine Marcus		\$1000	\$1,000.00	0	\$16.07	\$455.74	\$471.81	\$528.19
Family Clinician	Michelle Beasley		\$1000	\$1,000.00	283.38	\$586.25	\$85.15	\$954.78	\$45.22
<b>TOTAL</b>		\$27,206.00	\$0.00	\$27,206.00	\$6,200.09	\$6,667.12	\$5,121.19	\$17,988.40	\$9,217.60

Advances Received	\$20,405.00
Underspent/(Overspent)	\$2,416.60

**Total Current Year (FY 2024) Allocation**

Expenditure Category	Staff Name	Approved Budget	Budget Mod Q1	Revised Budget	Jul-Sep 2023	Oct-Dec 2023	Jan-Mar 2024	Apr-Jun 2024	Total Expenditure	Budget Balance
Clinical Director	Sherrie Hansen	\$1,200.00	-1200	\$1,200.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
Communications		\$735.00	-\$535.00	\$735.00	\$53.46	\$15.16	\$58.33		\$126.95	\$73.05
Developmental specialist	Clay Hays	\$900.00	\$0.00	\$900.00	\$310.14	\$0.00	\$0.00		\$310.14	\$589.86
Family Clinician 1	Abigail Laniel	\$3,300.00	\$5,000.00	\$3,300.00	1711.90	\$2,831.16	\$1,172.80		\$5,715.86	\$2,584.14
Family Clinician, bilingual (Spanish)	Brie Robertori	\$3,288.00	-3288	\$3,288.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
Family Clinician	Christopher George		\$1500		273.34	\$245.69	\$457.51		\$976.54	\$523.46
Family Clinician	Crystal Rose Elander Fuentes		\$200		\$0	\$189.04	\$10.96		\$200.00	\$0.00
Family Clinician	Jessica Cordeiro		\$200.00		\$0	\$0.00	\$0.00		\$0.00	\$200.00
Family Clinician	Karina Williams		\$500		500	\$0.00	\$44.28		\$544.28	-\$44.28
Family Clinician	Khadija Chisholm		\$150.00		150	\$0.00	\$0.00		\$150.00	\$0.00
Family Clinician	Madeleine Marcus		\$1000		0	\$16.07	\$455.74		\$471.81	\$528.19
Family Clinician	Michelle Beasley		\$1000		283.38	\$586.25	\$85.15		\$954.78	\$45.22
Family Partner	Angela James		\$100		0	\$0.00	\$0.00		\$0.00	\$100.00
Family Support Specialist	Jennifer Bregante	\$4,788.00	-4788	\$4,788.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
Indirect Costs		\$2,473.00	\$0.00	\$2,473.00	518.19	\$606.10	\$465.56		\$1,589.85	\$883.15

Insurance		\$341.00	\$0.00	\$341.00	99.16	\$96.17	\$76.12		ATTACHMENT E	\$271.45	\$69.55
Megan Body	Megan Bondy		\$300.00			\$66.01	\$170.61	\$63.39		\$300.01	-\$0.01
OT, Parent workshop leader	Nicole Wright	\$1,528.00	-1528	\$1,528.00	\$0.00	\$0.00	\$0.00			\$0.00	\$0.00
OT, bilingual (Spanish)	Sharon Bergmann	\$983.00	\$0.00	\$983.00	\$0.00	\$0.00	\$0.00			\$0.00	\$983.00
OT/Developmental Director	Stacy Frauwirth		300			\$0	\$218.99	\$63.30		\$282.29	\$17.71
Office Supplies		\$158.00	\$100.00	\$158.00	128.79	\$47.48	\$36.30			\$212.57	\$45.43
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Rent		\$1,826.00	\$0.00	\$1,826.00	656.82	\$371.11	\$423.17			\$1,451.10	\$374.90
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Transportation		\$210.00	-\$140.00	\$210.00	\$0.00	\$0.00	\$0.79			\$0.79	\$69.21
Utilities		\$53.00	-53	\$53.00	\$0.00	\$0.00	\$0.00			\$0.00	\$0.00
<b>TOTAL</b>		<b>\$27,206.00</b>	<b>\$0.00</b>	<b>\$27,206.00</b>	<b>\$6,200.09</b>	<b>\$6,667.12</b>	<b>\$5,121.19</b>	<b>\$0.00</b>		<b>\$17,988.40</b>	<b>\$9,217.60</b>

**Total Carryover (FY 2023) Allocation**

Expenditure Category	Staff Name	Approved Budget	Budget Mod Q1	Revised Budget	Jul-Sep 2023	Oct-Dec 2023	Jan-Mar 2024	Apr-Jun 2024	Total Expenditure	Budget Balance
										\$0.00
<b>TOTAL</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Quarter 1 Budget Modification:**

Staffing updates

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): [Go to Document Upload page](#)

- 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.

- Personnel Expenditures reported in this statement are for staff identified in the executed contract budget and whose resume is on file with the City of Berkeley. If you are requesting funding for new staff that do not have a resume on file, please attach resume to this report.

Download a Spreadsheet of this Statement of Expense: [SOEss-25.xls](#)

Prepared By:

Email:

Date: 01/06/2025

Authorized By: Megan Kirshbaum  
Name of Authorized Signatory with Signature on File

Email:

Approved By:		Examined By:		Approved By:	
Mary-Claire Katz	01/08/2025				
Project Manager	Date	CSA Fiscal Unit	Date	CSA Fiscal Unit	Date

Report modified by:

Initially submitted: Jan 6, 2025 - 11:22:44

City Data Services - San Mateo, CA  
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City of Berkeley Housing & Community Services Department  
 2180 Milvia Street  
 Berkeley, CA 94704  
 Contact: Community Agency RFP, [CommunityAgencyRFP@berkeleyca.gov](mailto:CommunityAgencyRFP@berkeleyca.gov) 510.981.5408

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**Program: Berkeley Parenting & Disability Project**  
 Agency: Through The Looking Glass

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

Contract No:

This Report Due: **Jul 31, 2024**

Agency: Through The Looking Glass  
 Program: Berkeley Parenting & Disability Project  
 Phone:   
 Period of: **2nd Half 2024**  
 Prepared By:   
 E-mail:

**1. CLIENT SUMMARY - 2nd Half**

	2nd Half	FY 2024 (July 1, 2023 - June 1, 2024)
A. Total Clients Served by the Program (Berkeley and Non-Berkeley)	44	90
B. Total Berkeley Clients Served for Whom You Were Able to Gather Statistics on Age, Race/Ethnicity, and Income:	44	90
C. Total Berkeley Clients Served for Whom You Were <b>NOT</b> Able to Gather Statistics on Age, Race/Ethnicity, and Income:	0	0
D. Total Berkeley Clients Served:	44	90

**2. DEMOGRAPHIC DATA**

RACE - Unduplicated Count	Previous Periods		Report Period		Year-To-Date	
	Non-Hispanic	Hispanic Ethnicity	Non-Hispanic	Hispanic Ethnicity	Non-Hispanic	Hispanic Ethnicity
Single Race Categories						
American Indian/Alaskan Native	0	0	<input type="text"/>	<input type="text"/>	0	0
Asian	0	0	<input type="text"/>	<input type="text"/>	0	0
Black/African American	19	0	10	4	29	4
Native Hawaiian/Pacific Islander	0	0	<input type="text"/>	<input type="text"/>	0	0
White	3	1	9	1	12	2
Combined Race Categories						
American Indian/Alaskan Native & White	0	16	<input type="text"/>	<input type="text"/>	0	16

Asian & White	0	0			ATTACHMENT E	0	0
Black/African American & White	1	0	1			2	0
American Indian/Alaskan Native & Black/African American	0	0				0	0
Other Combined Race Categories	6	0	7	12		13	12
<b>TOTALS</b>	<b>29</b>	<b>17</b>	<b>27</b>	<b>17</b>		<b>56</b>	<b>34</b>
<b>TOTAL SERVED</b>	46		44			90	

**3. INCOME LEVEL**

Income Level - Unduplicated Count	Previous Periods	This Period	FY 2024 (July 1, 2023 - June 1, 2024)
Poverty	41	28	<b>69</b>
Poverty to 30% of AMI (Ex. Low)	2	16	<b>18</b>
31-50% of AMI (Low)	0		<b>0</b>
51-80% of AMI (Moderate)	0		<b>0</b>
Above 80% of AMI	3		<b>3</b>
<b>TOTALS</b>	<b>46</b>	<b>44</b>	<b>90</b>

[\\*\\*View AMI Table](#)

**4. AGE**

Age - Unduplicated Count	Previous Periods	This Period	FY 2024 (July 1, 2023 - June 1, 2024)
0-5	8	6	<b>14</b>
6-11	12	10	<b>22</b>
12-17	5	9	<b>14</b>
18-24	3	4	<b>7</b>
25-44	11	7	<b>18</b>
45-54	2	3	<b>5</b>
55-61	2	3	<b>5</b>
62 and Over	3	2	<b>5</b>
Unknown	0	0	<b>0</b>
<b>TOTALS</b>	<b>46</b>	<b>44</b>	<b>90</b>

**5. OTHER CHARACTERISTICS**

Other Characteristics - Unduplicated Count	Previous Periods	This Period	FY 2024 (July 1, 2023 - June 1, 2024)
Female	23	22	<b>45</b>
Male	23	18	<b>41</b>
Other	0	3	<b>3</b>
Disabled	20	16	<b>36</b>

Homeless	0	0	0
Chronically Homeless	4	4	8
Female Head of Household	10	7	17

### 6. SERVICE MEASURES

		Annual Goal	1st Half	2nd Half	Served Year-to-Date FY 2024 (July 1, 2023 - June 1, 2024)	Projected vs Actual					
***** Disability Services *****											
Service Measures	UOS: Projected	Projected New Participants	UOS: Participants	New Participants	Continuing Participants	New Participants	UOS: Total	Total New Participants	%	% New Participants	
1 Client Sessions	775	55	581	46	421	31	13	1,002	59	129%	107%

Service Measure Definitions: [Hide](#)

\*\*\*Client Sessions

Client Sessions	Clients meet weekly with staff for one on one (one staff to family) meetings. These are home-based for 1.5 hours on average. UOS is 1 hour.
-----------------	---

[1st Half Narrative \(click to view\)](#)

[2nd Half Narrative](#)

We were able to meet our projected UOS by providing services to 44 clients (11 households) enrolled in the Parenting & Disability program, including those continuing services from the first half of the year and those newly starting. Many families had a female head of household and members with disabilities or medical conditions significant enough to impact daily living. Although, we would like to note that such binary/gendered demographic info gathering can be limiting due to the spectrum of gender identities. Additionally, the 'disability' metric reported is not reflective of the scope of disability issues that our client families face and TLG supports. This is in part due to delays or medical issues in children prior to disability diagnoses, or the stigma around disability and the resulting lack of acknowledgement and underreporting. Some Berkeley families also shared ongoing financial difficulties due to the high cost of living in the area, including our still homeless client family

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### 7. OUTCOMES

Outcomes	Annual Goal	1st Half Achieved Outcome	2nd Half Achieved Outcome	Achieved Outcome FY 2024 (July 1, 2023 - June 1, 2024)	% Achieved Outcome of Annual Goal	% Achieved Outcome of Total Served

1	Clients accessed previously inaccessible services	44	46	44	90	205%	100%
1	Clients demonstrate improved functioning	44	4	40	44	100%	49%
1	Participants achieved enhanced skills or knowledge	44	4	40	44	100%	49%

[1st Half Narrative \(click to view\)](#)

**2nd Half Narrative**

We met our annual goal of providing services to 44 clients and supporting those families in accessing previously inaccessible services and gaining enhanced skills and knowledge of community resources. There were some clients (families, as we serve those and not just individual clients) 'lost to services,' but overall this was a successful year. Obtaining program satisfaction survey data proved to be challenging due to staff turnover throughout the second half of the fiscal year. However, responses to staff and services generally showed family appreciation of our specialized services as they relate to their disability needs.

You have 368 characters left.

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

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

**8. PROGRAM SATISFACTION SURVEY**

Question		Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree	Does Not Apply	I Do Not Understand This Question	Total Number of responses
1. I am satisfied with the services I have received from this program.	This Period					4			4
	Prior Periods	0	0	0	0	0	0	0	0
	Total	0	0	0	0	4	0	0	4
	% 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	0	0	0	0	0	0	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	3			4
	Prior Periods	0	0	0	0	0	0	0	0
	Total	0	0	0	1	3	0	0	4
	% of Total	0%	0%	0%	25%	75%	0%	0%	100%
4. This program met my needs.	This Period					4			4
	Prior Periods	0	0	0	0	0	0	0	0
	Total	0	0	0	0	4	0	0	4
	% of Total	0%	0%	0%	0%	100%	0%	0%	100%

Additional Questions:

5. As a direct result of participating in the program I have an increased understanding of community resources and supports.	This Period				1	2	0		3
	Prior Periods								0
	Total	0	0	0	1	2	0	0	3
	% of Total	0%	0%	0%	33%	67%	0%	0%	100%
6. As a direct result of participating in the program I have enhanced skills and/or knowledge.	This Period				1	2	0		3
	Prior Periods								0
	Total	0	0	0	1	2	0	0	3
	% of Total	0%	0%	0%	33%	67%	0%	0%	100%
7. Additional comments from consumers completing the survey									

Select any additional questions (10 Max)

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

Update Questions

Report Submitted by: Patricia Pamintuan

Date: 10/22/2024

Accepted by: Mary-Claire Katz

Date: 11/14/2024

Report modified by:

Modify Report

Reset

## HWCAC Strategic Plan Draft

## INFORMATION CALENDAR

October 18, 2024

To: Honorable Mayor and Members of the City Council  
From: Human Welfare and Community Action Commission (HWCAC)  
Submitted by: Mary Behm-Steinberg, Chair, Human Welfare and Community Action Commission  
Subject: Audits and ADA Compliance

## INTRODUCTION

The City of Berkeley has been struggling with compliance with the ADA, to the point that it isn't even a consideration in many larger projects. The ADA transition plan has been slow to non-existent, and yet, millions of dollars in funding require ADA compliance, resulting in unsafe situations for a large number of residents, especially but not exclusively the unhoused population, which is disproportionately made up of BIPOC and female-identifying people.

In 2019, EveryOne Home estimated that 42 percent of the 8,000 people who are homeless at any given time in Alameda County have a disability. The numbers were even higher in Berkeley, which is a mecca for the disabled due to its role in the birth of the disability-rights movement. Some 68 percent of the 2,000 people who annually experience homelessness in Berkeley are disabled, according to a city report. Analysis conducted for the report concluded that having a disability of any kind increased the likelihood that someone would remain homeless by 733 percent.<sup>1</sup>

According to a 2019 report by the [National Disability Institute](#), Black Americans experience disability more often (14 percent, as compared to 11 percent of non-Hispanic white Americans) because of how structural racism concentrates them near environmental contamination, in dangerous jobs, and in poverty, and because poverty and racism cause chronic stress and make it more difficult to get proper and ongoing medical treatment. On the flip side, the National Disability Institute also shows that disabled people of color experience harsher consequences of their disability—37 percent of Black disabled people live below the poverty line, compared to 24 percent of white disabled people, for example.<sup>2</sup>

The HUD 2022 point in time count in Berkeley found that although black people only make up 8% of the total Berkeley population and 11 percent of the Alameda County population, they make up a whopping 45% of the unhoused population.<sup>3</sup>

---

<sup>1</sup> <https://eastbayexpress.com/the-new-face-of-homelessness-elderly-and-disabled-1/>

<sup>2</sup> <https://www.nationaldisabilityinstitute.org/wp-content/uploads/2019/02/disability-race-poverty-in-america.pdf>

<sup>3</sup> <https://everyonehome.org/wp-content/uploads/2022/05/Berkeley-PIT-2022-Infographic-Report.pdf>

People over the age of 50 already make up around half of homeless in the United States, according to Dr. Margot Kushel, a professor of medicine and director of UCSF’s Center for Vulnerable Populations. And the percentage of homeless people over 50 is projected to keep rising until 2030, with the homeless population older than 65 expected to triple.<sup>4</sup>

Approximately [61 million](#) adults in the U.S. live with a disability. In 2021, 22 percent of people with a disability had “[extremely low](#)” incomes—the average median income for a household with a disabled member was \$42,736 (compared to \$75,000 for households without a disabled member). For low-income households, Supplemental Security Income (SSI) is often the main source of income, and in 2023, it’s a maximum of \$914/month. SSI has strict [income and asset limits](#), and SSI recipients who earn or save more than that limit have their benefits reduced or lose them, making securing housing extremely challenging. This practice further disadvantages an already marginalized population, “literally trapping people in a place where dignity is out of reach,” says Rebecca Vallas, senior fellow at The Century Foundation, a think tank focused on disability, gender, racial, and economic equity.

“In no state in the United States is the SSI benefit enough to afford a one-bedroom apartment at full-market rent, even if you spent 100 percent of your benefits on rent,” she says. “You’re not allowed outside income without it counting against your benefits, so we as a government just decided we’re going to have people live at this sub-poverty level.”

On top of that, the \$2,000 asset cap means that “a person is just unable to build what they need for a security deposit, let alone first and last month’s rent,” Vallas says. “So even if a place becomes available that’s affordable, that’s accessible, there’s nothing they can do, even with great case management or a great social worker, there’s nothing they can do to get into that housing because [if they build the assets they need to get in] they’ll lose their survival benefits that are literally what allows them to make it month to month.”

For people with mental disabilities, this can leave institutionalization as the only option.<sup>5</sup>

A dearth of affordable apartments large enough for families is a constant concern affecting many households—including [families that are trying to stay in appreciating neighborhoods](#)—and groups that are trying to [resettle refugee families](#). It’s even worse for those who need accessible homes, as disabled people are often assumed to be single and childless. While disabled people are more likely than non-disabled people to live alone, [45 percent of disabled people live with two or more other people](#). Accessible units are disproportionately studios and one-bedrooms, says Jewelles Smith, a Canadian researcher who focuses on disability and gender, and some

<sup>4</sup> <https://eastbayexpress.com/the-new-face-of-homelessness-elderly-and-disabled-1/>

<sup>5</sup> <https://shelterforce.org/2023/07/05/how-the-housing-shortage-is-forcing-people-with-disabilities-into-institutions/>

multi-floor “accessible” townhomes have only an accessible first floor, assuming that the disabled person is not, for example, the caregiver of children or elderly parents who would be using the other bedrooms.

With such a shortage of larger units, it is understandable that housing providers are reluctant to give larger apartments to people who they don’t believe “need” extra bedrooms. Housing providers or agencies that issue housing assistance may even force households to move as soon as their household size changes. These policies have a disproportionately heavy effect on disabled parents and workers, however. Parents who may temporarily not have their children living with them will have a difficult time getting them back if they lose access to a large enough accessible unit. For many immunocompromised people, working from home is an important way to protect themselves from exposure to diseases that could be devastating to their health, but a second bedroom for an office is often not considered a disability accommodation. Neither is having access to a second bedroom for a live-in caregiver.<sup>6</sup>

Add to this this that women, who statistically live longer and are paid less well earn less over their lifetimes, resulting in lower Social Security payments with more years to cover<sup>7</sup> and suffer from gender disparities in healthcare outcomes<sup>8</sup> and that the BIPOC community faces discrimination in both employment<sup>9</sup> and health outcomes<sup>10</sup> and the equity impact of the City of Berkeley’s failures to deal with disability issues become staggering, particularly on the streets.

## CURRENT SITUATION AND ITS EFFECTS

Because the “home of the disability rights movement” hasn’t incorporated disability needs in its plans, the City of Berkeley has put many of its most vulnerable citizens at greater risk. As City leadership has repeatedly stated that it’s trying to make Berkeley a template for “smart cities” worldwide, concern over the hazards that are multiplying are growing.

A few recent examples include the following:

1. Complete bathroom and shower inaccessibility at the Pathways Stair Center, reported in early 2020 and still unresolved. While City leaders attempt to use the pandemic as an excuse, as people who could not use bathrooms in the City’s “crown jewel” homeless shelter left the shelter (and according to recent reports from residents, continue to leave), the resulting human waste on

<sup>6</sup> <https://shelterforce.org/2023/06/20/accessible-housing-is-not-just-about-how-buildings-are-built/>

<sup>7</sup> <https://blog.dol.gov/2024/03/12/what-you-need-to-know-about-the-gender-wage-gap>

<sup>8</sup> <https://www.ncbi.nlm.nih.gov/pmc/articles/PMC10732547/>

<sup>9</sup> <https://www.dol.gov/agencies/ofccp/about/data/earnings/race-and-ethnicity>

<sup>10</sup> <https://www.kff.org/key-data-on-health-and-health-care-by-race-and-ethnicity/?entry=executive-summary-key-takeaways>

the street from lack of public restrooms threatened not only the disabled unhoused population, but created a wider public health crisis for everyone.<sup>1112</sup>

2. Unsanitary conditions including aspergillus at the same levels as post-Katrina New Orleans in one of the new “streamlined” apartment buildings, where City officials declined to do basic due diligence, skipped CEQA, allowed themselves to be pressured into approving a building which was not safe, particularly for people with disabilities. (Please see attachment 1)

3. Both of these factors (there are more) resulted in Prado v. City of Berkeley, where the City was sued for destroying essential medication such as inhalers and impounding wheelchairs in an effort to force people into shelter, while no safe shelter was available, much less for people with disabilities.<sup>13</sup>

These are just a small sample of accessibility problems currently facing the City, and don’t address the inadequate emergency response times outlined here: [\*Final Report and Recommendations from the Standards of Coverage and Community Risk Assessment Study, dated June 13, 2023, nor problems with evacuation expected in a forthcoming report.\*](#)

## BACKGROUND

Berkeley has long prided itself on being the home of the disability rights movement, yet more than 50 years after the founding of the Center for Independent Living (CIL) in 1967, **many disabled people feel that the community has lost much ground in a City that remains aloof to the legitimate concerns of a community whose rights are being ignored. This community is disproportionately low-income; people of color; and female identifying, as these communities are more likely to suffer discrimination in terms of job placement, which leads to poorer insurance options; more health issues that go unaddressed; and fewer resources with which to fight for their basic rights. Recent statistics on disability justice bear this out, as well as studies that demonstrate that people of color and female-identifying people are less likely to be taken seriously in healthcare environments. As such, this is an equity issue on multiple levels.**

**It is only within the past two weeks that immune-compromised commissioners even got the same basic accommodation rights under the Brown Act as commissioners in San Francisco, and only after a year of fighting for it in court resulting in 58,000 in attorney fees paid to Disability Rights Associates. City attorney hours and fees have not yet been reported to me. This gives the appearance that the City isn’t interested in the input of the disabled**

<sup>1111</sup> <https://cityofberkeleyca.nextrequest.com/requests/23-76>

<sup>12</sup> Original complaints, which include issues NOT addressed by the City’s independent consultants regarding pharmaceutical and hypodermic needle safety: <https://www.berkeleydailyplanet.com/issue/2020-02-14/article/48187?headline=Letters-to-Berkeley-City-Officials-br-Re-Accessibility-problems-at-the-Pathways-STAIR-Center-br---Mary-Behm-Steinberg>

2.

<sup>13</sup> <https://dralegal.org/case/prado-v-city-of-berkeley/>

community, as there was a ready solution that could have immediately been applied from San Francisco.<sup>14</sup>

## RECOMMENDATION

As the City has not been transparent nor engaged in proper oversight, the HWCAC recommends that all future financial audits, particularly those involving federal and/or state funding which legally require ADAA compliance, include a section of ADAA compliance. This would involve three separate steps:

1. A check of all pending litigation against the City for any allegations of non-compliance.
2. Verification that court-ordered steps had been taken.
3. A questionnaire submitted to the Commissions on Disability and Aging, as well as the Human Welfare and Community Access Commission, asking about pending issues relating to funding or projects legally requiring ADAA compliance, and
4. A report not only to City Council and administration, but also to the Departments of Justice and Civil Rights (federal and state) regarding any irregularities.

## ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

There are no environmental sustainability or climate impacts associated with ensuring compliance with ADA principles.

## POSSIBLE FUTURE ACTION

As further lapses in legally required accessibility are discovered and more effectively documented, a faster and more effective response to claims is anticipated.

## FISCAL IMPACTS OF POSSIBLE FUTURE ACTION

Addressing faults in the City of Berkeley's ADA compliance as they are uncovered and officially documented will save the City hundreds of hours of staff time (including City Attorney time, which is particularly costly), as well as untold amounts in litigation settlements. Details to be added following meeting with city attorneys this week.

## CONTACT PERSON

Mary-Claire Katz, Associate Management Analyst, HHCS, 981-5414

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<sup>14</sup> <https://www.sfcityattorney.org/wp-content/uploads/2023/01/Legal-Rules-Governing-Remote-Participation-by-Members-of-Policy-Bodies-in-Meetings-Beginning-March-1-2023.pdf>

<image001.png>

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**From:** Chris Durham  
**Sent:** Wednesday, April 29, 2020 8:49 AM  
**To:** Aaron <[ashiles@aafiresystemsinc.com](mailto:ashiles@aafiresystemsinc.com)>; Ladwig, Zoe <[zladwig@cityofberkeley.info](mailto:zladwig@cityofberkeley.info)>  
**Cc:** [mitchwaller@sbcglobal.net](mailto:mitchwaller@sbcglobal.net); Design <[design@aafiresystemsinc.com](mailto:design@aafiresystemsinc.com)>;  
 >  
**Subject:** RE: Plan check comments for F2019-00184, 2580 BANCROFT Way, BERKELEY, CA 94704

Zoe

As Aaron has stated, we are on the schedule to hang pipe Monday. There is no more time to wait days for answers back on their approval. They need to know now so the project does not incur delay associated with multiple revision requests. I'm sure there are other projects that you are working on, but there is no more time left for 2580 Bancroft. We need you to communicate with AA Fire now to close out any of your remaining concerns. My Developer is in communication with the Mayor and other City Management. The Mayor has communicated specifically on 2580 Bancroft that this project needs to open in August of 2021. The ripple effect of delaying the fire sprinkler approval will keep this from happening.

Would you suggest a conference call to hammer out approval today, or some other means? Can you please respond with your schedule so AA Fire and yourself can run this to ground?

---

**Chris Durham**

Project Manager II

2580 Bancroft Way  
 Berkeley, CA 94704

612.360.0025 [chris.durham@weitz.com](mailto:chris.durham@weitz.com)

<image001.png>

Chris

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**From:** Aaron <[ashiles@aafiresystemsinc.com](mailto:ashiles@aafiresystemsinc.com)>  
**Sent:** Wednesday, April 29, 2020 8:37 AM  
**To:** Ladwig, Zoe <[zladwig@cityofberkeley.info](mailto:zladwig@cityofberkeley.info)>  
**Cc:** [mitchwaller@sbcglobal.net](mailto:mitchwaller@sbcglobal.net); Design <[design@aafiresystemsinc.com](mailto:design@aafiresystemsinc.com)>;  
 Baber, Mariafelisa <[MBaber@cityofberkeley.info](mailto:MBaber@cityofberkeley.info)>; Chris Durham <[Chris.Durham@weitz.com](mailto:Chris.Durham@weitz.com)>; Del Toro, Jesus <[jdeltoro@cityofberkeley.info](mailto:jdeltoro@cityofberkeley.info)>