Meeting Minutes of the
Ann Land/Bertha Henschel Memorial Fund Commission Wednesday,
February 20, 2019
4:00 p.m.
City Hall – 915 I Street – Historic City Hall, Council Chambers

Open Session – 4:00 p.m.

Roll Call

The meeting was called to order by Commission President Terilyn Cobb at 4:04 p.m.

Present: Commissioner Leary, MacIntosh, Smith, Cobb, Maple, Commission Staff Ilee Muller, Janelle Oishi, and Joseph Cerullo, Senior Deputy City Attorney to the Commission

Consent Calendar

1. Approval of the Ann Land and Bertha Henschel Commission Meeting Minutes
   Location: Citywide
   Contact: Ilee Muller, Administrative Analyst, (916) 808-1022, Youth, Parks, & Community Enrichment


   Moved/Seconded: (Leary/MacIntosh)
   Motion carried 5-Yes 0-No

Discussion Calendar

Discussion calendar items include an oral presentation including those recommending “receive and file”.

2. Nomination and Election of President
   Location: Citywide
   Recommendation: Pass a motion electing the Ann Land and Bertha Henschel Memorial Fund Commission President for 2019
   Contact: Ilee Muller, Administrative Analyst, (916) 808-1022, Youth, Parks, & Community Enrichment

   Action: Pass a motion approving nomination and election of President Alison Leary.
Moved/Seconded: (Maple/MacIntosh)
Motion carried 5-Yes 0-No

3. Nomination and Election of Vice President
   Location: Citywide
   Recommendation: Pass a motion electing the Ann Land and Bertha Henschel Memorial Fund Commission Vice President for 2019
   Contact: Illee Muller, Administrative Analyst, (916) 808-1022, Youth, Parks, & Community Enrichment

   Action: Pass a motion approving nomination and election of Vice President Caity Maple.

   Moved/Seconded: (Leary/MacIntosh)
   Motion carried 5-Yes 0-No

4. Nomination and Election of Secretary
   Location: Citywide
   Recommendation: Pass a motion electing the Ann Land and Bertha Henschel Memorial Fund Commission Secretary for 2019
   Contact: Illee Muller, Administrative Analyst, (916) 808-1022, Youth, Parks, & Community Enrichment

   Action: Pass a motion approving nomination and election of Secretary Terilyn Cobb.

   Moved/Seconded: (Leary/MacIntosh)
   Motion carried 5-Yes 0-No

5. Semi-Annual Report for July–December 2018; Carryover of Unspent Funds
   Location: Citywide
   Recommendation: Review report and provide direction to staff regarding Traveler’s Aid Emergency Assistance Agency 2018 carry-over funding request.
   Contact: Illee Muller, Administrative Analyst, (916) 808-1022, Youth, Parks, & Community Enrichment

   Action: Pass a motion approving carryover of unspent funds for Traveler’s Aid Emergency Assistance Agency.

   Moved/Seconded: (Smith/MacIntosh)
   Motion carried 5-Yes 0-No

6. Assignment of 2019 Site Visits
   Location: Citywide
   Recommendation: Pass a motion (1) designating Commissioners to visit the site of each 2019 grant recipient and (2) setting the date by which Commissioners must submit site-visit reports to Commission staff.
Contact: Ilee Muller, Administrative Analyst, (916) 808-1022, Youth, Parks, & Community Enrichment

Action: Commission Members were selected as per the table below to visit the 2019 grant recipient organizations; all site visit reports will be submitted to Commission staff by July 31, 2019.

<table>
<thead>
<tr>
<th>Agency</th>
<th>Commissioner</th>
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<tbody>
<tr>
<td>Asian Community Center of Sacramento Valley, Inc. DBA ACC</td>
<td>Talbott Smith</td>
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<tr>
<td>Senior Services</td>
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<td>Community Against Sexual Harm</td>
<td>Jack Boniwell</td>
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<tr>
<td>First Step Communities</td>
<td>Jack Boniwell</td>
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<tr>
<td>Jewish Federation of the Sacramento Region</td>
<td>Alison Leary</td>
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<td>My Sister's House</td>
<td>Terilyn Cobb</td>
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<td>reIMAGINE Mack Road Foundation</td>
<td>Caity Maple</td>
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<tr>
<td>Repairing The Breach Neighborhood Project</td>
<td>Laurie MacIntosh</td>
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<tr>
<td>River City Food Bank</td>
<td>Caity Maple</td>
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<td>Sacramento Area Emergency Housing Center DBA Next Move (Francis House Center)</td>
<td>Laurie MacIntosh</td>
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<td>Sacramento Food Bank &amp; Family Services</td>
<td>Alison Leary</td>
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<tr>
<td>Sacramento LGBT Community Center</td>
<td>Talbott Smith</td>
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<td>Sacramento Loaves &amp; Fishes</td>
<td>Terilyn Cobb</td>
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<td>Sacramento Neighborhood Housing Service, Inc. (DBA Neighbor Works Home Ownership Center Sacramento Region)</td>
<td>Wanda Yanez</td>
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<td>Sacramento Self-help Housing</td>
<td>Laurie MacIntosh</td>
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<td>Saint John’s Program for Real Change</td>
<td>Talbott Smith</td>
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<td>South Sacramento Interfaith Partnership Food Closet</td>
<td>Alison Leary</td>
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<td>Stanford Settlement Neighborhood Center</td>
<td>Talbott Smith</td>
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<tr>
<td>The Salvation Army</td>
<td>Caity Maple</td>
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<tr>
<td>Travelers Aid Emergency Assistance Agency</td>
<td>Terilyn Cobb</td>
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<tr>
<td>Wellspring Women’s Center</td>
<td>Caity Maple</td>
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<td>Women Escaping A Violent Environment, Inc. (WEAVE)</td>
<td>Laurie MacIntosh</td>
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<tr>
<td>Women’s Civic Improvement Club</td>
<td>Wanda Yanez</td>
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<tr>
<td>Women’s Empowerment</td>
<td>Terilyn Cobb</td>
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Moved/Seconded: (Cobb/Maple)
Motion carried 5-Yes 0-No

7. Review Annual Funding Process and Provide Direction to Staff
Location: Citywide
Recommendation: Review and Comment on the Annual Funding Process
Contact: Ilee Muller, Administrative Analyst, (916) 808-1022, Youth, Parks, & Community Enrichment

Commission Staff Ilee Muller provided an overview of a previous Commission discussion during the meeting on May 16, 2018 and review of the annual funding process. Commission Members discussed the need for clarification on various aspects of the application process,
evaluation of program proposals, and funding award amounts. Commissioners discussed the merits of formalizing the process by which it allocates funds into a regulation, subject to review and approval by the City Council. The President named an ad hoc committee to work with staff to come up with recommendations for a proposed regulation to submit to the commission for discussion and adoption. Commission Members Boniwell, Leary, MacIntosh, and Maple were designated to form the ad hoc committee.

Public Comments - Matters Not on the Agenda

None

Commission Comments, Questions, and Ideas

None

Adjournment

Commission President Leary adjourned the meeting at 5:48 p.m.

Respectfully submitted:

[Signature]

Terilyn Cobb, Secretary
Ann Land/Bertha
Henschel Memorial Fund Commission

Approved by:

[Signature]

Wednesday, May 16, 2018      Meeting Minutes