

**Minutes**  
**CITY OF UNION CITY**  
**for the Regular Meeting of the**  
**Union City Youth Violence Prevention & Intervention Advisory Committee**  
**held at 7:00 p.m.**  
**on Wednesday, May 6, 2009**  
**at the Union City Sports Center**  
**31224 Union City Blvd.**  
**Union City, California**

I. **ADVISORY BODY – Youth Violence Prevention/Measure UU Funds/CalGRIP Grant**

II. **Welcome – Dianne Gates- Anderson, HRC Commissioner**

III. **Introductions and Meeting Objectives – Dianne Gates-Anderson**

IV. **PROGRAM UPDATE - Program implementation updates (Acosta & Abadesco)**

A. **Hiring process**

1. **Job specifications were approved by the City Council and copies were handed out. These specifications can be edited as needed.**
2. **The compensation plan has been approved and copies were provided.**

**Discussion: Are comp levels OK? Impacts of changes.**

The City is in the process of finalizing the CalGRIP grant. Not a lot of cities the size of Union City have this type of program. Staff feels the salary levels are fair.

Meghan Sobocienski feels the benefits are too low on street outreach worker position. Tony Acosta stated that the benefits were lower because the salary is lower. Ms. Sobocienski feels salary is too low as well.

Applications have been received for the open positions.

Salary levels and benefits may be addressed at a later date.

3. **Recruitment – Underway; 2 week open recruitment**

**Referrals requested!**

Job announcements are available at the Civic Center, on the City website and also on Cal Ops.

The deadline to submit applications for the Intervention Counselor position will be extended to May 18<sup>th</sup>.

4. Interview panels – Need volunteers to serve on panels!
  - Technical Panels
  - Community Panels
  - Tentative interview schedule

Interviews will be conducted the last week of May and first week of June.

5. Selection process will follow the interview process.
  - Eligible Lists
  - Final interviews
  - City Manager Hiring

There will be a dual panel interview process. An eligibility list will be created. Any individual on the list is eligible for hire. The City Manager will select individual and hire. It is hoped that the new employees will be on board in June 2009. Input from the community may be used to create interview questions.

**B. Consultant selection process**

1. Crime data analysis – Berkeley Center for Criminal Justice
  - Staff meeting – May 13<sup>th</sup>
  - Key Issues: who; what; when; how much?

Stewart Wakeling has been directly involved in other cities creating a similar program and is interested in assisting Union City with this process.

The CalGRIP group is using the Berkeley Center for Criminal Justice.

2. Strategic Planning & Program Implementation – Public Health Institute
  - Key Issues: who, what, when, how much?

**C. Budget Review and Comment**

1. Draft budgets: FY10 and FY11 (Handout)
  - Approval process: Advisory Committee/HRC/City Council
  - Timeline: Finished by end of June 2009

**Discussion & Feedback on draft budgets & line items**

Director Acosta reviewed the budget sheets for FY09/10 and FY10/11.

City Council will make final budget determination on June 23<sup>rd</sup> and will include the budget for this program.

**D. CalGRIP Grant Status**

**All paperwork should be in by May 7<sup>th</sup>.**

**E. Other issues**

**None**

**F. Next steps**

**1. Confirm meeting schedule**

**Meetings will be held on the first Wednesday of each month at the Sports Center.**

**The CalGRIP Advisory Board will meet at 6:30 p.m.**

**The Youth Violence Prevention and Intervention Advisory Committee at will meet at 7 p.m.**

**2. Deliverables for next meeting**

**The next meeting will be held on June 3<sup>rd</sup>. Some new staff may be on board at that time.**

**Those in attendance were encouraged to phone or e-mail questions/concerns.**

**3. Other items**

**V. ADJOURNMENT**

**Meeting was adjourned at 8:30 p.m.**