



## City of Sunnyvale

### Excerpt Meeting Minutes - Draft Housing and Human Services Commission

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Wednesday, July 23, 2025

7:00 PM

Online and Redwood Conference Room,  
City Hall, 456 W. Olive Ave., Sunnyvale,  
CA 94086

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#### **CALL TO ORDER**

Chair Duncan called the meeting to order at 7:00 p.m.

#### **ROLL CALL**

Affordable Housing Manager, Ernie DeFrenchi, welcomed newly appointed Commissioner Rao Shen to the Commission.

**Present:** 6 - Chair Scott Duncan  
Vice Chair Carol Weiss  
Commissioner Morgan Friedlander  
Commissioner Leesa Riviere  
Commissioner Rao Shen  
Commissioner Elizabeth Steward  
**Absent:** 1 - Commissioner Jim Davis

Commissioner Davis' absence is unexcused.

Council Liaison Sell (present)

#### **PUBLIC HEARINGS/GENERAL BUSINESS**

**2**      [25-0662](#)      Consider Approval of Fifth Substantial Amendment to the 2019/20 HUD Annual Action Plan to Allocate Remaining COVID-19 CARES Funds (CDBG-CV)

Housing Programs Analyst, Matt Hazel, provided the staff report and presentation.

The amendment reallocates approximately \$185,000 in remaining CDBG-CV (CARES Act) funds, with \$150,000 for public services (food assistance) and about \$35,000 for administration. It is required due to budget changes exceeding 30%, triggering a 30-day public comment period (open through August 14, 2025) and City Council approval.

The only application for the public services funds was from Sunnyvale Community Services (SCS) for their food assistance program, which will use the funds for food purchases and partial salary for a program manager. It reflects funding decisions already made and approved in previous meetings.

Commissioner Steward inquired about the status of the Dignity on Wheels (DoW) program. Staff clarified that while the COVID-related program ended, the Dignity on Wheels program continues to operate in partnership with the City.

After a lengthy discussion and clarifying questions, Chair Duncan opened the public hearing at 7:18 p.m.

Marie Bernard, Executive Director of SCS, spoke in support of the amendment, highlighting the increased need for food assistance and the impact of rising food costs and reduced contributions from partner organizations.

Chair Duncan closed the public hearing at 7:24 p.m.

Chair Duncan asked for a motion or advocacy from the commissioners.

MOTION: Vice Chair Weiss moved and Commissioner Steward seconded the motion to approve Alternative 1: Approve the Fifth Substantial Amendment to the FY 2019/20 Action Plan as shown in Attachment 3 of the staff report

The motion carried by the following vote:

**Yes:** 6 - Chair Duncan  
Vice Chair Weiss  
Commissioner Friedlander  
Commissioner Riviere  
Commissioner Shen  
Commissioner Steward

**No:** 0

**Absent:** 1 - Commissioner Davis