

**COMMUNITY HEALTH AND EQUITY  
COUNCIL COMMITTEE MEETING  
AUGUST 7, 2018  
10:00 A.M.  
MUNICIPAL PLAZA BUILDING**

**Members Present:** Councilmember Ana Sandoval, Chair, *District 7*  
Councilmember William Cruz Shaw, *District 2*  
Councilmember Greg Brockhouse, *District 6*  
Councilmember Manny Pelaez, *District 8*

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**Members Absent:** Councilmember Rey Saldaña, *District 4*

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**Staff Present:** Rod Sanchez, *Assistant City Manager*; Susan Guinn, *Assistant City Attorney*; Ed Guzman, *Assistant City Attorney*; Chris Hebner, *Assistant City Attorney*; Mike Shannon, *Director, Development Services Department*; Melody Woosley, *Director, Department of Human Services*; Melissa Ramirez, *Assistant Director, Development Services Department*; Rebecca Flores, *Department of Human Services*; Denice F. Treviño, *Office of the City Clerk*

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**Others Present:** Bob Killen, *Killen and Kaufman*; Jim Cannizzo, *United States Army*

**Call to order**

Chairperson Sandoval called the meeting to order.

**Citizens to be Heard**

Chairperson Sandoval called upon Mr. Jim Cannizzo to speak.

Jim Cannizzo expressed his support for revision of the Habitat Compliance Form.

**Briefing and Possible Action on:**

**1. Briefing, Discussion, and Possible Action Regarding the Habitat Compliance Form and Possible Modifications to the Form.** [Roderick J. Sanchez, Assistant City Manager; Michael Shannon, Director, Development Services]

Michael Shannon stated that between 2005-2008, the Military approached the City to create Ordinances for compatible development. He reviewed the city initiatives made since that time. He stated that an Ordinance passed in 2009 required that Habitat Compliance Forms (HCFs) must be submitted with:

- Master Development Plans
- Planned Unit Developments
- Subdivision Plats
- Tree Permits

Mr. Shannon noted that the Ordinance affects properties of two or more acres. He stated that the HCF was developed in coordination with:

- Various city departments
- Bexar County
- Military
- Texas Parks and Wildlife (TPWD)
- U.S. Fish and Wildlife Service (USFWS)
- Task Force comprised of development community

He noted that the HCF with the USFWS was utilized as:

- Communication tool
- Notification of development activity within city limits

He stated that the purpose of the HCF with the USFWS was to alert the USFWS so they can enforce the Endangered Species Act (ESA). He noted that recent projects have highlighted that the HCF:

- Lacks clarity
- Does not address studies completed
- Does not address if Biologist concurs with statements made by the owner

Mr. Shannon stated that staff recommended approval of the creation of a Task Force to consider updates to the HCF.

Councilmember Pelaez moved to approve the creation of a Task Force to consider updates to the HCF. Councilmember Shaw seconded the motion. The motion carried unanimously by those present.

**2. Briefing and Possible Action on Head Start Program Items and Fiscal Activities for the Period of February 2018 to June 2018.** [Maria Villagómez, Assistant City Manager; Melody Woosley, Director, Department of Human Services]

Rebecca Flores reviewed the policy updates to the Head Start and Early Head Start Programs required by the U.S. Department of Health and Human Services. She reviewed the 2018-2019 School Readiness Goals and the following Head Start Enrollment Plans:

District/Program	Funded Enrollment	# Sites
Head Start Edgewood ISD	777	2
Head Start San Antonio ISD	2,243	17
Early Head Start Child Care Partnership	216	6
TOTAL	3,236	25

Ms. Flores reported on the progress of the Head Start Summer Institute which was a partnership between the Department of Human Services (DHS) Head Start Program and Texas A&M University-San Antonio to provide up to 10 Head Start Teachers with the opportunity to gain valuable early childhood knowledge and experience and earn 18 hours of graduate level coursework credit over two summers. She presented the following Early Head Start Program and Fiscal Report:

Indicators for Program Year 2017-18 August 1, 2017-July 31, 2018	Goal	(June 2018)
Enrollment	216	201
Waitlist	>0	384 students
Attendance	85% (required)	88%
Well-Child Exams	100% (within 90 days of entry)	100%
Home Visits	100% (2x by end of PY)	95%
Family Needs Assessment	100% (by January 19, 2018)	94%
Total Budget for Fiscal Year 2017-18	Expenditures	% Expended (June 2018)
\$4.7M	\$3.4M	73%

Ms. Flores stated that 29% of families had improved their educational outcomes.

Councilmember Shaw moved to approve the 2018-2019 DHS Head Start Program Policy Updates, the 2018-2019 DHS Head Start Program School Readiness Goals, and the 2018-2019 DHS Head Start Program Center Enrollment Plans. Councilmember Pelaez seconded the motion. The motion carried unanimously by those present.

### **Adjourn**

There being no further discussion, the meeting was adjourned at 10:25 a.m.

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*Ana Sandoval, Chair*

*Respectfully Submitted*

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*Denice F. Trevino, Office of the City Clerk*