Basic Needs Committee
Fall 2020: October 5, 2020
10:00 AM – 12:00 PM
Zoom Meeting ID: 992 0945 6735
Passcode: 586859

I.   Committee Welcome 2020
   a. Chair Welcome
      i.   Unfortunate we have to meet under these circumstances
   b. Introduction of Basic Needs Leadership
      i.   Chidera Izuchukwu, Basic Needs Manager
      ii. Nicole Ngaosi, Associate Basic Needs Manager and Data & Assessments Lead
      iii. Russell Castro, Administrative Support
   c. Introduction of Student Affairs Leadership
      i.   Mick Deluca, Assistant Vice Chancellor of Campus Life
      ii. Monroe Gorden, Jr., Vice Chancellor of Student Affairs
      iii. Ina Sotomayor, Director of UCLA Financial Aid & Scholarships
         1. Administering federal CARES dollars
         2. Basic Needs resources made available last academic year
            a. Funding for technology through Tech Grant
            b. Assisting in distribution of short term loans and basic needs grants
      iv. Yogini Purohit, Executive Director of Finance, VCSA
         1. Goal: Make things as smooth as possible
         2. Transferring funding, tracking, maintaining compliance

3. Work closely with Basic Needs Chair and his team to ensure we are straight and narrow on reporting and spending
4. COMPLIANCE

II. Committee Expectations
   a. Respecting each other
      i. Zoom space will be closely monitored
         1. Antagonistic or inflammatory rhetoric will be met with consequences
         2. Misuse of chat will result in expulsion from Zoom room
      ii. No recording
   b. Respect for those who labor
      i. Many hours and efforts have been pushed prior to all this becoming formalized
      ii. Current members have the obligation to honor and remember the people that have been doing this work before money was available
      iii. Strongly discourage instances of disparaging or diminishing the work of others
   c. Respect for all communities
      i. Treat each other with basic humanity

III. Explanation of Our Structure
   a. History of Basic Needs Work
      i. ECRT was a critical response in 2008-2009 to "cut the red tape"
      ii. Working together has been able to yield positive initiatives and programs: Healthy Campus Initiative Gardens and the Teaching Kitchen, among many others
      iii. Upgraded meal swipes for low-income students living on the hill that are only on 11-meal swipe plan
      iv. Financial Wellness Program: Financial literacy and securing your financial journey is a basic need and critical in helping an individual secure food, housing, and other basic necessities
   b. UCLA's Basic Needs Framework

        i. Going over the "framework" of basic needs programs and efforts across UCLA
- 1. Demonstrates how campus works as a unit to ensure students are able to access vital resources
- 2. Partners ranging from students to staff to faculty, as well as off-campus partners who contribute to campus efforts

    c. UCLA's Basic Needs Committee

        i. Makeup: Chair; Basic Needs Manager; Data & Assessments Lead; Administrative Support; committee members that includes students, staff, faculty, alumni, and community members that are invested in supporting the Bruin community

       ii. Community-driven space predicated on allyship and collaboration

     iii. Advocacy efforts backed by people doing day-to-day operations

     iv. Acknowledging that there's a history of this work

      v. Leaning on each other to share collective efforts when doing advocacy at state-level

     vi. Thinking about student populations that have been steadfast advocates who champion their own passions

    vii. Marginalized communities are central focus of our work

   viii. Evaluate innovative programs through quarterly questionnaires

IV. Old Business

    a. Basic Needs Provider Update: Semel Healthy Campus Initiative

        i. Mark Biedlingmaier (Project Coordinator for HCI)
- 1. HCI Community Gardens
  - a. Shifting educational experiences online
  - b. Continuing to grow foods
  - c. Student Garden (supported by Recreation team)
  - d. 200 pounds of donation to potholders
  - e. Help from Facilities Management – connecting with facilities staff that are in need of food

  f. HCI Student Grants (please visit https://healthy.ucla.edu/students/participate/ for more information)

b. Basic Needs Provider Update: 580 Café
 i. Jeanne Roe Smith (Executive Director of 580 Café/Wesley Foundation at UCLA)
  1. CDC guidelines and institutional regulations has hindered ability to distribute food
  2. Working with 3 or 4 specific institutions requiring different guidelines makes it difficult
  3. Responding by being available to students: providing food cards or stipends to students in need (funds transportation, housing, food, utilities)
  4. Build capacity within communities where students are residing so that we can provide resources

c. Basic Needs Provider Update: Economic Crisis Response Team/Financial Aid
 i. Itzel Guerrero (Economic Crisis Coordinator)
  1. Updating website (https://www.studentincrisis.ucla.edu/Economic-Crisis-Response) – please check there for updates to school year distribution
  2. Continuing to finalize different procedures for distributing funds

d. Basic Needs Provider Update: Campus Life & Recreation
 i. Partnership with CityLab (Architecture and Design)
  1. Rethinking existing spaces
  2. Design spaces to be a "hub"
   a. Identified spaces in Wooden Center
  3. Conducting focus groups
  4. Provide a space: grab something, study, somewhere to sleep if your schedule

e. Basic Needs Provider Update: Teaching Kitchen
 i. Fall Programming scheduled now
  1. Culinary Bootcamp

a. Target population: people unfamiliar with kitchen
                b. Knife skills
                c. What to do with different ingredients
            2. Bakeology
                a. "Around the World"
            3. "Ask the Chef" on Instagram
            4. How to Use Microwave
        ii. Website: https://fitwell.recreation.ucla.edu/teachingkitchen
        iii. Instagram: @uclateachingkitchen
    f. Basic Needs Provider Update: Financial Wellness Program
        i. Operating 100% virtually
        ii. Collections Debt Counselor has joined the team (Lily Ball)
    g. Basic Needs Provider Update: Community Programs Office
        i. Following safer at home order, modified to Online Food Closet in Spring
            1. 2-3 gift cards for students
            2. 754 students served
        ii. Summer Food Gift Card Program
            1. 3 gift cards for students
            2. 806 students served
        iii. Partnered with ResLife on major assessment to see how students were doing in University Apartments
            1. As a result of the findings, CPO and ResLife launched the Summer Food Box Giveaway for UAN and UAS
                a. 405 students served
        iv. CalFresh Initiative
            1. Virtual Office Hours
            2. Social media campaigns
            3. Building relationships with DPSS
                a. Hired 300 employees at their call center which is helpful to ensure more apps can be reviewed and case workers to support applicants

4. Under existing eligibility requirements, working to get specific grad programs to get exemption (Urban and Regional Planning, Public Health)
5. Basic Needs Fair (Virtual Edition)
    a. Highlighting basic needs resources and services
    b. Several days across week 2

V. Special Presentation (Please review attached slide deck for more information)
  a. ASUCLA CalFresh EBT Implementation Project
      i. Thank you for your support and opportunity
      ii. Keep student fees lowest of any UC campus
      iii. NetSuite POS system will allow the UCLA store to accept CalFresh cards as a form of payment
      iv. Enable the over 1,000 UCLA students currently receiving CalFresh to use benefits on-campus
      v. Support the efforts of the UCLA Basic Needs Committee
      vi. Collaboration with the Basic Needs Committee, CPO, and CalFresh to promote and outreach CalFresh/SNAP Benefits for students and help qualified students enroll
      vii. Fight food insecurity and support healthy eating habits
      viii. Create simplified and discrete checkout process
      ix. Outreach and Promotion: benefits email to 46,000 students; 20,000+ followers across Facebook, Instagram, and Twitter; signage around the Union; institute a phone app notification
      x. Timeline:
          1. January 2021: UCLA store fully converts to new POS system
          2. Feb 2021: work with US Department of Agriculture on approval/inspection to allow EBT
          3. March 2021: accept CalFresh benefits; and marketing campaign for CalFresh eligibility and campus resources
          4. Spring 2021: review product line and expand EBT accepted food items
      xi. Investment:

1. System costs
   a. $500,000 project cost (one-time)
   b. Annual costs to maintain the system will be entirely supported through ASUCLA
2. Partnerships
   a. Basic Needs Committee
   b. HCI
   c. CAPS
   d. UCLA Foundation

xii. ASUCLA team is extremely active in County of LA, Sacramento, and D.C. – committed to advocate and lobby for the work that people in Basic Needs Committee undertake

VI. New Business
   a. Update to 2019-2022 Basic Needs Plan
      i. The Basic Needs Chair presented the Spending Plan for the AY 2020-2021. No recommended edits were provided. To review the Spending Plan, please visit https://www.basicneeds.ucla.edu under the "About" section.
      ii. **IMPORTANT**: If you are a department/organization/unit receiving Basic Needs funds, you are expected to attend every Committee meeting, or to send a representative in your place.
      iii. **IMPORTANT**: If you are the lead of a department/organization/unit receiving Basic Needs funds, and must make any modifications (changes in service delivery or budget transfers) to your line item(s), please be sure to consult the Basic Needs Chair, Antonio Sandoval, and the Executive Director of Finance for the VCSA, Yogini Purohit. Modifications will **not** be permitted without their consent.
   b. Strong Financial Accountability
      i. Yogini's role will ensure everything is in compliance
   c. Strong Focus on Assessment
      i. The Data & Assessments Lead presented a summary of the AY 2019-2020 UCLA Basic Needs Committee efforts

      ii. Campus Partners have been critical. With support of Associate Vice Provost for the Semel Healthy Campus Initiative, Dr. Wendelin Slusser, CPO was able to collect data from the Gift Card Programs (in Spring and Summer)

          1. Heat maps (GIS) of the Gift Card Programs

              a. Demonstrates what parts of California and US are our student participants from

              b. Dr. Slusser's team helped CPO team get a glimpse of where student recipients are from

  d. UC Basic Needs Working Group Update

      i. Expressed to systemwide leadership the Food Closet will not collect data

      ii. Agreed to work closely to collect specific data points to give the most accurate assessment of unique students served

  e. Special Project with ASUCLA

      i. Funding will be diverted from CPO to purchase meals from ASUCLA. Meals will be distributed by ASUCLA throughout the year to ensure ASUCLA staff remains employed

VII. Announcements

  a. Honoring Deaconess Jeanne Roe Smith and Dr. Wendelin Slusser

      i. Recipients of the CPO "Open Heart, Open Mind" Award

      ii. Acknowledging their efforts to improve our campus community and support students' basic needs

  b. Upcoming Basic Needs Events/Resource Dates

      i. Send us fliers or graphics for upcoming events and opportunities

  c. Announcements