CITY OF ISSAQUAH
HUMAN SERVICES COMMISSION

May 24, 2016
6:30 PM

Police Facility
Eagle Room

MEMBERS PRESENT	ADMINISTRATIVE STAFF PRESENT
Ana Jiménez-Inman Doug Strombom Loretta Jancoski Elizabeth Maupin Sam Hansen (Student) Radiya Noor Derek Franklin Sophie Marts (Student)	Sherry Smith, Recording Secretary Martha Sassorossi, HS and Sustainability Coordinator David Fujimoto, Sustainability Director
MEMBERS NOT PRESENT Open Chris Weber Monic Payne	**VISITORS PRESENT**

CALL TO ORDER
Sassorossi called the meeting to order at 6:30 p.m.

APPROVAL OF MINUTES
JANCOSKI moved to approve the minutes of April 26. MAUPIN seconded. Motion carried.

JIMENEZ-INMAN moved to approve the minutes of April 27, 2016. STROMBOM seconded. Motion carried.

CHAIR REPORT – BETTISE
Sassorossi shared that BETTISE has joined City Council, and is no longer on the Human Services Commission.

STAFF REPORT
Senior Engagement
The City is engaging with members of the community around senior services and aging. A survey was opened up in April and will continue through early June. The City is also holding several focus groups and two community workshops.

AGENDA ITEMS
Officer Elections
Every May officer elections are held. *Sassorossi* has submitted the roles and responsibilities of each position that is open to members. She reviewed the responsibilities.

JANCOSKI nominated FRANKLIN as Chair, contingent on FRANKLIN moving into a regular position. JIMENEZ-INMAN seconded. Motion carried unanimously. Staff were directed to proceed with appointing FRANKLIN to the vacant regular position. A vote for Chair will be held at the June meeting.

STROMBOM moved to nominate MAUPIN as Vice-chair. JANCOSKI seconded. Motion carried unanimously.

Review Grant Process Improvements Timeline
Sassorossi reviewed the grant process timeline with members. MAUPIN mentioned that one question is listed twice on the online scorecard. *Sassorossi* asked each member to bring the 2017-2018 HS Grant Cycle packet to each meeting.

Goal Area #3; Application Review and Discussion
Sassorossi covered the application review process. The goal is to have the recommendations to the Council by the end of September. Members reviewed scores, discussed applications, and concentrated on sorting applications into one of three initial funding recommendation categories.

Goal Area #5 Application Review and Discussion
Members reviewed all grant requests pertaining to Goal Area #5. Members shared their suggestions for improving the process. Members were encouraged to contact *Sassorossi* if there are any questions.

PUBLIC COMMENTS
None.

OTHER BUSINESS / ANNOUNCEMENTS

ACTION ITEMS:

NEXT MEETING
Special meeting – Tuesday, June 21, 2016, at 6:30 in the Eagle Room.

ADJOURNMENT
The meeting adjourned at 9:13 p.m.

Respectfully Submitted,

Sherry Smith
Recording Secretary