

**CITY OF ISSAQUAH
HUMAN SERVICES COMMISSION**

**October 23, 2018
6:30 PM**

**City Hall / Police Facility
Coho Room**

<p>MEMBERS PRESENT Rebekah Smith Matthew Meyer Ana Jiménez-Inman Senthil Chandran Vanessa Mousavizadeh Loretta Jancoski Susan Leonelli</p> <p>MEMBERS NOT PRESENT Derek Franklin</p>	<p>ADMINISTRATIVE STAFF PRESENT David Fujimoto, Sustainability Director</p> <p>VISITORS PRESENT</p>
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CALL TO ORDER

MOUSAVIZADEH called the meeting to order at 6:35 p.m.

APPROVAL OF MINUTES

Commissioners noted clarifications to the September meeting notes related to the Grant Applications – Final Recommendations item to read:

FUJIMOTO reviewed information on final round refinements offered by several Commission members. Commissioners discussed considerations for final funding allocations and reviewed all funding recommendations, making final adjustments to meet the funding target. The final allocation reflected a balance which was directed to be proportionally allocated among the funded agencies. MOUSAVIZADEH moved and SMITH seconded a motion to approve the final grant funding recommendations including a proportional reallocation of the remaining balance among the funded agencies. The motion was approved unanimously.

JANCOSKI moved and CHANDRAN seconded that the minutes for the September 25, 2018 meeting, as amended, be approved. The minutes were approved unanimously.

CHAIR REPORT

The Chair report was postponed to the November meeting of the Commission.

STAFF REPORT

Staffing Update

FUJIMOTO provided an update on the recruitment for the Human Services and Social Sustainability Coordinator. The City recently completed interviews and is in the process of identifying finalists.

AGENDA ITEMS**2019-2020 Final Grant Recommendations Review**

FUJIMOTO reviewed the Commission's final allocations following appropriation of final funding amounts and the final grant recommendations which were included in the materials provided to the City Council.

2019-2020 Grant Recommendations Adoption Process

FUJIMOTO reviewed the schedule and process for presentation of the Commission's grant recommendations. The grant recommendations went to City Council at the October 15 Council meeting, at which time the agenda bill was referred to the Council's Services and Safety Committee. The Services and Safety Committee will next review the Commission recommendations at their November 14 meeting. MOUSAVISADEH and FRANKLIN will help to present the Commission's recommendations to the City Council. LEONELLI expressed interest in providing input into the presentation. FUJIMOTO will provide the Commission with the specific date, time and location of the Services and Safety Committee meeting once the agenda is finalized.

Citywide Strategic Plan

FUJIMOTO presented an overview of the City's Strategic Plan process and outreach to Boards and Commissions as the work is entering the next phase of work. This included a review of the overall goals, approach, community engagement, strategic priority development, performance measures and goals, objectives and actions.

Future Meeting Durations and December Meeting Date

The Commission discussed the December meeting date, scheduling conflicts and agenda items and following discussion, the Commission determined the December meeting will be cancelled. In addition, the duration of the regular Commission meetings were discussed. Commission meetings were increased to 2 hours in part to address the grant review process, future meetings will go back to the prior schedule of 1.5 hours, with regular meetings planned to start at 6:30 pm.

PUBLIC COMMENTS

There were no public comments.

OTHER BUSINESS / ANNOUNCEMENTS

None.

ADJOURNMENT

The meeting adjourned at 7:37 pm.