

**CITY OF ISSAQUAH**  
**Human Services Commission**

6:00 PM  
 May 26, 2021

Virtual Meeting

**MINUTES**

**COMMISSION AND ADMINISTRATIVE PERSONNEL PRESENT**

*Commissioners:*

Susan Leonelli, acting Chair  
 Lucrecia Choto  
 Manny Brown  
 Patricia Sadate-Ngatchou  
 Sarah Soriano  
 Trish Bloor  
 Claire Hansen, joined at 6:18 PM

*Administration/Staff:*

Monica Negrila, Human Services Manager  
 Hannah Roberts, Human Services  
 Coordinator  
 Amir Shabaneh, Behavioral Health  
 Coordinator  
 Marisol Visser, Human Services Assistant  
 Jeff Watling, Parks and Community Services  
 Director- Joined 6:22 PM

Ana Jiménez-Inman, Alternate  
 Brooke Fraser, Youth Board Representative

**CALL TO ORDER**

LEONELLI called the meeting to order at 6:03 PM.

a) Commission Membership

NEGRILA introduced LEONELLI as acting Chair for meeting. LEONELLI led Commissioners in introductions.

b) Welcome New Members

NEGRILA introduced new Human Services Commissioner SORIANO and explained that newly appointed Commissioner PORTERFIELD resigned due to personal reasons.

**PUBLIC COMMENTS** – One guest was present; no public comments were made.

**APPROVAL OF MINUTES**

a) Minutes of Apr. 28, 2021

LEONELLI introduced the minutes of the Apr. 28, 2021 meeting. There being no proposed edits, CHOTO motioned to approve the minutes as presented. HANSEN seconded that the minutes for the Apr. 28, 2021 meeting to be approved as presented. The minutes were approved by unanimous consent.

**STAFF REPORT**

a) **Updates from Mayor and City Council, (I)**

*Presented by:*

*Monica Negrila, Human Services Manager*

NEGRILA provided dates of City Council meetings with Human Services agenda items:

- Tuesday, 5/25/2021, City Council Study Session

- Police Accountability, Equity and Human Services Action Plan updates • Human Services Commission – Equity Recommendations
- Monday, 6/07/21, City Council Regular Meeting
  - Non-Profit Relief Grant Funding
- Tuesday, 6/15/21, City Council Study Session
  - School Resource Officers

b) **Other Community & Human Services Updates, (I)**

*Presented by:*

*Hannah Roberts, Human Services Coordinator*

ROBERTS provided overview on vaccination pop-up site at Issaquah Meals Program offered on 05/21/2021 and Cultural Conversation Asian Pacific American Heritage Celebration virtual event presented on 05/20/2021.

## AGENDA ITEMS

a) **Election of Positions: Chair and Vice-Chair, (A)**

*Presented by:*

*Monica Negrila, Human Services Manager*

NEGRILA reviewed the purpose of Human Services Commission to be an advisory board to City Council and reviewed the role and responsibility of Members, Chair and Vice Chair. Nominations, discussion, and a call for vote was conducted.

HANSEN nominated LEONELLI for chair position and BLOOR seconded motion, the vote was approved by unanimous consent. CHOTO nominated SADATE-NGATCHOU to be Vice Chair and BROWN seconded motion, the vote was approved by unanimous consent.

As of May 26<sup>th</sup>, 2021, the new Chair for Human Services Commission is Commissioner LEONELLI, and the new Vice Chair for Human Services Commission is Commissioner SADATE-NGATCHOU.

b) **Issaquah Police Accountability, Equity and Human Services Action Plan - Feedback from City Council Meeting Discussion, (D)**

*Presented by:*

*Monica Negrila, Human Services Manager*

NEGRILA led discussion regarding feedback from City Council on Issaquah Police Accountability, Equity and Human Services Action Plan at the Council Study Session on May 25<sup>th</sup>, 2021. WATLING provided insight and feedback to commissioners during the discussion. It was concluded that revisions to the proposed Equity Board would need to include but not limited to the following: providing more details about the scope of work and the authority the Equity Board would have; consider the creation of a task force as a two-part phase to the development of an Equity Board to address scope and authority; adjust presentation to provide a tactical operational lens for Council.

Next steps are for NEGRILA and staff to make these adjustments to address City Council's feedback. NEGRILA and WATLING will meet with the Executive Office to receive input and then the adjustments will be presented to Commissioners before submitting the final proposal to City Council.

c) **Human Services Commission 2021 Workplan - Review and Update, (D)**

*Presented by:*

*Monica Negrila, Human Services Manager*

NEGRILA presented Human Services Commission 2021 Workplan Draft and provided updates, schedule, and recommendations. Commissioners stated they would like to start meeting Human Services Non-Profit organizations byway of virtual community themed conversations.

d) **Human Services Grants - Quarterly Report, (I)**

*Presented by:*

*Hannah Roberts, Human Services Coordinator*

Due to time constraint, Commissioners requested to postpone report for a later date.

**OTHER BUSINESS / ANNOUNCEMENTS**

a) Youth Representative Ending Term

FRASER completed her term as of 05/26/2021 and Commissioners thanked the outgoing representative for their services on the Human Services Commission.

b) Proposed time change to Human Services Commission Meetings

Commissioner HANSEN requested for commissioners to consider changing Human Services Commission meeting start time from 6:00 pm to 7:00 pm. Commissioners will provide their feedback to Human Services Manager NEGRILA, and a final decision will be determined on June 23<sup>rd</sup>, 2021.

**ADJOURNMENT**

The meeting was adjourned at 8:10 PM.