

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

6:30 PM  
 June 15, 2022

Virtual Meeting

**MINUTES**

**COMMISSION AND ADMINISTRATIVE PERSONNEL PRESENT**

*Commissioners:*

Jaime Fajardo,  
 Patricia Sadate-Ngatchou  
 Jayme Longoria  
 Trish Bloor  
 Kiran Singh, *arrived at 6:48 PM*  
 Manny Brown, *excused absence*

*Administration/Staff:*

Monica Negrila, Human Services Manager  
 Hannah Roberts, Human Services  
 Coordinator

Maury Edwards, Alternate  
 Madeline Fish, Alternate

The State of Washington and the City of Issaquah continue to have a declared emergency due to the COVID-19 pandemic. Under Chapter 115, Laws of 2022 (ESHB 1329), the City of Issaquah has determined that an in person meeting cannot be held with reasonable safety. Due to these factors, this meeting is being held remotely.

**Join by Computer**

- Webex Events [attendee meeting link](#)
- If needed, meeting password is 98027
- Access [Webex Guidelines](#)

**Join by Phone**

- Call 1-206-207-1700, enter meeting number (access code) 2498 696 0706#

If planning to make verbal comments, please email [monican@issaquahwa.gov](mailto:monican@issaquahwa.gov).  
 Submit written comments to [humanservices@issaquahwa.gov](mailto:humanservices@issaquahwa.gov).

**CALL TO ORDER**

SADATE-NGATCHOU called the meeting to order at 6:35 PM

**ELECTION OF CHAIR AND VICE CHAIR**

**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.

SADATE-NGATCHOU nominated BLOOR for chair position, BLOOR accepted the nomination, and the vote was approved by unanimous consent. EDWARDS nominated SADATE-NGATCHOU to be Vice Chair and BLOOR seconded motion, SADATE-NGATCHOU accepted the nomination, and the vote was approved by unanimous consent.

As of June 15<sup>th</sup>, 2022, the new Chair for Human Services Commission is Commissioner BLOOR, and SADATE-NGATCHOU will remain the Vice Chair for Human Services Commission.

### **PUBLIC COMMENTS**

No public attendance, no public comments were made.

### **APPROVAL OF MINUTES**

#### a) Minutes of May 18, 2022

BLOOR introduced the minutes of the May 18, 2022, meeting. There being no proposed edits, the minutes were approved by unanimous consent.

### **STAFF REPORT**

#### b) **Updates from Mayor and City Council, (I)**

*Presented by:*

*Monica Negrila, Human Services Manager*

NEGRILA shared Human Services staff will be presenting on human services strategic plan action items, to include human services grant program policy recommendations, homeless outreach program, emergency housing options, as well as on Issaquah tenant and landlord protection options on June 22, 2022.

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

*Presented by:*

*Hannah Roberts, Human Services Coordinator*

ROBERTS shared with commissioners upcoming events the City of Issaquah will be hosting in June. There will be an in-person educational community event in honor of Juneteenth on Monday, June 20<sup>th</sup> 5:00pm and a virtual community conversation in honor of Pride Month on Thursday, June 23<sup>rd</sup> 6:30pm. ROBERTS encouraged commissioners to participate and register for an upcoming training for board and commissions called Deconstructing our Bias Training for Boards and Commissions.

### **AGENDA ITEMS**

#### a) **Human Services Grant Review Follow Up - Applications, Review Card, Funding Allocation, (D)**

*Presented by:*

*Monica Negrila, Human Services Manager*

*Hannah Roberts, Human Services Coordinator*

NEGRILA and ROBERTS presented on Human Services Grant applications, review card tool and funding allocation process. ROBERTS shared examples of Human Services organizations contracts, scope of work, annual and reimbursement reports and shared question and answers form commissioners regarding the grant review process. NEGRILA shared council recommendations for human services grant funding allocation and commissioners discussed the options.

### **OTHER BUSINESS / ANNOUNCEMENTS**

No other business or announcements.

### **ADJOURNMENT**

The meeting was adjourned at 8:09 PM. The regular Human Services Commission meeting on July 20<sup>th</sup>, 2022, is cancelled. The next meeting is currently scheduled for Wednesday, August 17, 2022, at 6:30 PM.