

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

6:30 PM  
 February 15, 2023

**MINUTES**

Steelhead Room, 235 1st Ave.  
 SE, Issaquah

**COMMISSION AND ADMINISTRATIVE PERSONNEL PRESENT**

*Commissioners:*

Manny Brown  
 Jaime Fajardo, *arrived at 6:38 pm*  
 Patricia Sadate-Ngatchou, *absent excused*  
 Trish Bloor  
 Kiran Singh, *absent unexcused*

*Administration/Staff:*

Monica Negrila, Human Services Manager

Maury Edwards, Alternate, *absent excused*  
 Madeline Fish, Alternate  
 Preston Miele, Youth Advisory Board  
 Representative, *absent excused*

You may join the meeting in-person at the address above, or virtually using the following options:

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- Call 1-415-655-0001, enter meeting number (access code) 2484 491 2616#

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**

BLOOR called the meeting to order at 6:31 p.m.

**PUBLIC COMMENTS**

No public comments were presented.

**APPROVAL OF MINUTES**

- a) Minutes of January 18, 2023.

BLOOR introduced the minutes of the January 18, 2023, meeting. FISH motioned to approve the minutes as presented and EDWARDS seconded. There being no proposed edits, the minutes were approved by unanimous consent.

**AGENDA ITEMS**

- a) **2023 Community Partner Visits: Discuss Schedule, (D)**

*Presented by:*  
*Monica Negrila, Human Services Manager*

NEGRILA presented the proposed 2023 community partner visits schedule prioritizing the organization in which two or more commissioners signed up with interest in visiting. The goal of the visit is to learn about the work conducted by our community partners and to build authentic connections and relationships. Some visits may be scheduled during a special programming offered by the organization, some others may be scheduled at a time that works best for the staff/volunteers of the organizations and the Commissioners' schedule.

**b) Emergency Financial Assistance, (D)**

*Presented by:*  
*Monica Negrila, Human Services Commission*

NEGRILA discussed with Commissioners a draft proposal for Emergency Financial Assistance (rental assistance & utility assistance) scheduled to be presented to the City Council Services, Safety, and Parks Committee on February 22, 2023. The proposed financial assistance amount is \$200,000 that will be allocated to local organizations - YWCA Family Village (\$100,000), Issaquah Community Services (\$60,000) and St. Vincent de Paul – St. Joseph Issaquah Conference (\$40,000). Commissioners discussed the background on funding provided by the city during the COVID-19 pandemic, summary of current community needs, current resources, and the draft proposal to augment current funding for emergency financial assistance.

**Virtual Attendance Policy, (A)**

*Presented by:*  
*Monica Negrila, Human Services Commission*

NEGRILA presented a memorandum regarding amendments to rules and regulations of boards and commission attendance requirements from City Clerk Tisha Gieser. Commissioners discussed the virtual attendance policy. Motion is being postponed for administration to have more time to discuss policy recommendations.

**REPORTS**

**a) Chair Report, (I)**

*Presented by:*  
*Trish Bloor, Human Services Commission Chair*

BLOOR suggested to use the time for agenda item, other business, to open the discussion for other commissioners to share resources, information and/or news.

**Youth Report, (I)**

*Presented by:*  
*Preston Miele, Youth Advisory Board Representative*

MIELE was not in attendance but provided an update that the Youth Civic Engagement Forum was successful with about 30 people in attendance including the Mayor and members from City Council. Reminder that the State of Mind Event is on March 18, and he will provide more information to commissioners on the event.

**Staff Report, (I)**

*Presented by:*  
*Monica Negrila, Human Services Manager*

NEGRILA reminded Commissioners that the City Boards and Commissions are now recruiting requesting to share with community members and communicate if Commissioners would like to continue their term. Recruitment ends in April and new Commissioners start in May.

**OTHER BUSINESS / ANNOUNCEMENTS**

FISH requested an update on the Transitional Housing Program. NEGRILA provided an update that the contract with Motel 6 is almost complete, but the city has not received an application from a service provider for the Request for Proposal (RFP). Alternative options are being reviewed.

**ADJOURNMENT**

The meeting adjourned at 7:35 PM. The next meeting is currently scheduled for March 15, 2023.