

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

6:30 PM  
 April 19, 2023

**MINUTES**

Steelhead Room, 235 1st Ave.  
 SE, Issaquah

**COMMISSION AND ADMINISTRATIVE PERSONNEL PRESENT**

*Commissioners:*

Manny Brown  
 Jaime Fajardo,  
 Patricia Sadate-Ngatchou  
 Trish Bloor  
 Kiran Singh, unexcused absence

*Administration/Staff:*

Monica Negrila, Human Services Manager  
 Hannah Roberts, Human Services  
 Coordinator  
 Max Stephens, IT Analyst

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

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

**Join by Computer**

- Microsoft Teams [meeting link](#)
- Meeting ID: 215 011 168 567
- Meeting Password: vzBuRM

**Join by Phone**

- Call 1-206-485-0299, enter Phone Conference ID: 110 519 608#

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**

There was one public member in attendance virtually, and Councilmember Russell Joe was in attendance in-person, no public comments were presented.

**APPROVAL OF MINUTES**

- a) Minutes of March 15, 2023

BLOOR introduced the minutes of the Joint Human Services Commission and Equity Board of March 15, 2023, special meeting. FISH motioned to approve the minutes with one edit to the attendance list stating Equity Board member Kelly Munn was absent and needed to be indicated on the personnel present list; SADATE-NGATCHOU seconded the motion to approve with edits. With the proposed edits, the minutes were approved by unanimous consent.

## b) Minutes of February 15, 2023

BLOOR introduced the minutes of the February 15, 2023, meeting. FISH motioned to approve the minutes as presented and SADATE-NGATCHOU seconded. There being no proposed edits, the minutes were approved by unanimous consent.

**AGENDA ITEMS**a) **2023 Community Partner Visits Update: Discuss Schedule (D)**

*Presented by:*

*Hannah Roberts, Human Services Coordinator*

ROBERTS provided an update on community partner visit coordination and receive input from commissioners about interest and availability. Organizations that were culture-specific have been selected for a site visit by the Human Services Commission. Prioritization has gone to the organization that two or more Commissioners have signed up to visit. 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 are scheduled during a special programming offered by the organization, and some will be office tours. Commissioners provided input and shared availability for participation.

b) **Emergency Housing Program Pilot Update (D)**

*Presented by:*

*Monica Negrila, Human Services Manager*

NEGRILA provided an update on the Emergency Housing Program that will assist individuals who are homeless in Issaquah in their transition towards becoming housed and self-sufficient members in the community. The City originally sought a Case Management Service Provider interested in partnering with the city to help implement this program and released a Requests for Proposals (RFP), however no applications were received as interested providers did not have capacity to implement the Issaquah program. The City of Issaquah is seeking Council approval to create limited term positions for the pilot project. NEGRILA will be attending Committee Council meeting on April 24<sup>th</sup> to present the proposal to Council.

**REPORTS**a) **Staff Report, (I)**

*Presented by:*

*Monica Negrila, Human Services Manager*

*Hannah Roberts, Human Services Coordinator*

NEGRILA provided City Council updates regarding the approval of a one-time funding allocation of \$200,000 for emergency rental assistance, utilizing 0.1% Affordable Housing Sales Tax Revenue Funds (HB 1590). Allocations and funds are to be distributed by local emergency financial assistance and housing support programs. ROBERTS reported that the city will be supporting Asian American and Pacific Islander Heritage Month in May with more information to come.

b) **Chair Report, (I)**

*Presented by:*

*Trish Bloor, Human Services Commission Chair*

BLOOR opened the Chair Report to other Commissioners in which FISH shared her appreciation for the Joint Human Services Commission and Equity Board meeting and would like to continue to have more meetings together.

c) **Youth Report, (I)**

*Presented by:*

*Preston Miele, Youth Advisory Board Representative*

MIELE provided an update from the Youth Advisory Board of three successful events including State of the Mind, a community bonding event for a Harry Potter night and a sustainability workshop for Earth Day.

**OTHER BUSINESS / ANNOUNCEMENTS**a) **Commissioner Transitions: Farewell and New Terms (D)**

*Presented by:*

*Hannah Roberts, Human Services Coordinator*

ROBERTS provided an update on Commissioner transitions to include Commissioner Madeline Fish and Commissioner Maury Edwards to transition from alternative positions to regular positions, Jaime Fajardo term ended and will be renewed, and Commissioner Patricia Sadate-Ngatchou term ended and she has decided not to reapply. Commissioners and staff shared appreciation for her role in the vice chair and support with the 2023-2024 Human Services Grant funding process.

**ADJOURNMENT**

The meeting was adjourned at 7:50 PM

The next meeting is currently scheduled for May 17th, 2023.