

**CITY OF KIRKLAND**  
**HUMAN SERVICES COMMISSION**  
**Minutes Commission Regular Meeting**  
**September 27, 2022**

**1. CALL TO ORDER**

Meeting was called to order at 6:46 pm by Vice Chair Jory Hamilton

**2. ROLL CALL**

Members Present: Commissioners, Jonathan Stutz, Michelle Alten-Kaehler, Gabriella Lopez Vazquez, Marjorie Carlson, and Vice Chair Jory Hamilton.

Chair Gildas Cheung, absent

Staff Present: Jen Boone, Human Services Manager, Anny Smith, Human Services Coordinator, Amanda Judd, Human Services Coordinator

Meeting Recorder: Regi Schubiger, Youth Services Coordinator

**3. LAND ACKNOWLEDGEMENT**

Commissioner Michelle Alten-Kaehler read the Local Land Acknowledgement. Commissioner Marjorie Carlson will read the acknowledgement for the next meeting on November 1st.

**4. APPROVE MINUTES**

There was an edit made to the minutes by Commissioner Jonathan Stutz prior to the start of the meeting in regard to the omission of Vice Chair Jory Hamilton's roll call vote on the recommendation to set aside \$10,000 in unallocated grant funding for Black/African American and \$10,000 in unallocated grant funding for Indigenous residents. Vice Chair Jory Hamilton requested a motion to approve the edited August 23<sup>rd</sup> minutes. Moved by Commissioner Gabriella Lopez Vazquez and seconded by Commissioner Jonathan Stutz.

Motioned carried (Yes: 4 No: 0, one abstention).

**5. ITEMS FROM THE AUDIENCE**

None

## **6. OLD BUSINESS**

### a. Team Building Activity

Human Services Manager Jenn Boone led the Commissioners through a team building activity.

## **7. NEW BUSINESS**

### a. Public Hearing: 2022 CDBG COVID-19 Reallocation

A public hearing was held in regard to the reallocation of the third tranch of COVID-19 Community Block Grant Development Funds. Staff presentation was given by Human Services Manager Jen Boone. The hearing was closed after there were no public comments. Vice Chair Jory Hamilton requested a motion in regard to approving the reallocation request. Motion was made by Commissioner Jonathan Stutz and seconded by Commissioner Gaby Lopez-Vazquez. Motion carried unanimously.

### b. 2022 Meeting Calendar

Human Services Manager Jen Boone reviewed the meeting calendar for 2022 and confirmed the December Commission meeting is cancelled.

## **8. COMMUNICATIONS**

### a. Reports

- Human Services Manager Jen Boone provided an update on Commissioner vacancies and the current recruitment timeline. Commissioner Jonathan Stutz proposed drafting a letter from the Commission to the City Clerk asking for an extension through the end of October for the recruitment timeline. The Commission unanimously agreed.
- Human Services Coordinator Antoinette Smith shared the upcoming opportunity for Commissioners to attend the Kirkland Health Fair on Saturday, October 8<sup>th</sup> from 10am-2pm.

## **9. ADJOURNMENT**

Vice Chair Jory Hamilton requested a motion to adjourn. Moved by Commissioner Gabriella Lopez Vazquez Commissioner and Michelle Alten-Kaehler and seconded. The meeting was adjourned at 8:30 p.m.