

**DRAFT**

**HUMAN RELATIONS COMMISSION ACTION MINUTES**

**Thursday, October 13, 2022**

**6:00 PM**

**Commissioners Present:** Eberle, Kraus, Navichoque, Savage, Smith  
**Staff:** Alayna Cruz, Minka Van der Zwaag

**I. ROLL CALL**

**II. BUSINESS**

- 1) Adoption of a Resolution Authorizing Use of Teleconferencing for Human Relations Commission Meeting During Covid-19 State of Emergency.

**MOTION:** Commissioner Kraus moved, seconded by Chair Smith, to Adopt a Resolution authoring the use of teleconferencing under Government Code Section 54953 (e) for the meeting of the Human Relations Commission and its subcommittees due to the Covid-19 declared state of emergency.

**MOTION PASSED: 4-0-1**

- 2) Welcome new commission member Tracy Navichoque.

Chair Smith formally welcomed Tracy Navichoque to the Human Relations Commission. Commissioner Navichoque introduced herself to the meeting attendees.

**III. AGENDA CHANGES, REQUESTS, DELETIONS**

**IV. APPROVAL OF MINUTES**

- 3) September 8, 2022

**MOTION:** Vice Chair Eberle moved, seconded by Commissioner Savage, to approve the minutes of September 8, 2022.

**MOTION PASSED: 4-0-1**

## **V. BUSINESS**

- 4) Report on review of the Human Services Resource Allocation Process (HSRAP) application and review procedures.

Chair Smith gave a report on the feedback received from HSRAP applicants during the review process.

### **NO ACTION TAKEN**

- 5) Review of the 2022 Human Services Needs Assessment Survey results, and recommendation on the draft FY2024-25 Human Services Resource Allocation Process (HSRAP) Priority of Needs.

City staff Minka van der Zwaag gave a summary of the HSRAP 2022 Human Services Needs Assessment and Draft FY2024-25 Priority of Needs Staff Report. Commissioners asked questions about the staff report, demographic data, and the Human Services Needs Assessment Survey.

**MOTION:** Chair Smith moved, seconded by Commissioner Kraus, to continue the priority of needs as proposed in the staff report.

### **MOTION PASSED: 5-0**

**MOTION:** Chair Smith moved, seconded by Vice Chair Eberle, to recommend to council to fund a human services needs assessment by a third-party contractor.

### **MOTION PASSED: 5-0**

- 6) Discussion of next steps on the Council Referral to research the lived experience of Asian American and Pacific Islanders.

The Commissioners reported on their progress with connecting to community stakeholders and further discussed steps to research the lived experience of Asian Americans and Pacific Islanders.

### **NO ACTION TAKEN**

- 7) Discussion on timing of the vote for HRC Chair and Vice Chair.

The vote is generally completed in January, but not all commissioner members can be present. The commissioners discussed two possible alternate dates. The vote will either be held during a special December meeting solely for the purpose electing a new Chair and Vice Chair, or at the regularly scheduled February meeting. Staff will follow-up with commissioners after the meeting to determine availability.

### **NO ACTION TAKEN**

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## **VI. REPORTS FROM OFFICIALS**

- 1) Chair Smith, Vice Chair Eberle, and Commissioners Savage and Kraus gave reports on their social visits to the HSRAP recipients.
- 2) Council Member Stone gave an update on Project Homekey.

## **VII. TENTATIVE AGENDA FOR NEXT REGULAR MEETING**

No items were discussed for the tentative agenda for the next regular meeting.

## **VIII. ADJOURNMENT**

The meeting adjourned at 7:30 pm