City of Tacoma  
Human Services Commission

747 Market Street Tacoma, WA 98402  
Conference Room 148

Wednesday, October 8, 2019  
6:00 p.m.

Meeting Minutes


Absent: Uhmavateykalayaney Chim, Kelly McDonald, Jovan Dumas

Staff present: Vicky, Renee

1. Call to Order/Opening Remarks  
Chair: Rahn Clayton

Rahn called the meeting to order at 6:05 pm. 
Kelly McDonald was absent so Vice Chair Zach Dillon served as Secretary.

2. Approval of the October Agenda  
Chair: Rahn Clayton

Elizabeth moved to approve the agenda, Zach seconded the motion. All commissioners approved.

3. Review/Approval of September Minutes  
Chair: Rahn Clayton

Valentine moved to approve and Luis seconded. All commissioners approved.

4. Ice Breaker  
System Analyst: Renee

Everyone provided a description of their “guide” in how they approach people or the world at large.

5. Open Meeting Review  
System Analyst: Renee

HSC provided website with information on the Open Public Meetings Act:  

We discussed the importance of this in mentorship relationships as legal recommends keeping this as 1 to 1 contacts so that we never establish quorum outside of an official meeting.

Staff provided clarification that subcommittees are still fine so long as we don’t reach quorum (50% of the current Human Services Commissioners) 
We discussed that this still applies to e-mail communication so we need to be careful on our reply all exchanges. As an example, it is preferred when we send an e-mail regarding our absences that we should e-mail the following people: Zach Dillon, Kelly McDonald, Rahn Clayton and the HSC e-mail: HSC-NCS-COMMS@ci.tacoma.wa.us

Staff noted that if we want to do the mentorship program that we should take ownership of it ourselves. We took a pole and there were some new commissioners who wanted a mentor and there were “experienced” commissioners who were willing to mentor. We also discussed the importance
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of having a phone list so that we could contact people when questions arise. No action taken at this time.

6. Equity Training Reminder
   System Analyst: Renee
   Reminder that there are two different equity trainings available to staff in the coming weeks: (1)
   Equity 101 (there are three available sessions); (2) Equity Index and Neighborhood Profiles (There
   are two available sessions. It is highly recommended, though not required, that we each attend one of
   these training sessions — especially the equity 101 training. They requested that we RSVP so they
   can adequately plan ahead for the number of attendees.

7. Good of the Order
   Chair: Rahn Clayton
   Rahn played a 20 minute clip from a recent city council meeting where people displayed their
   passion regarding the homelessness problem in Tacoma. Discussion followed.

8. Absences
   Chair: Rahn Clayton
   Zach moved to excuse the absence of Kelly McDonald and Jovan Dumas. Cherriellee seconded. All
   commissioners approved.
   Uhmvatekalyaney Chim sent in her notice of withdrawal for the commission. Staff is forwarding
   this to the county clerk and will attempt to get another younger commissioner to maintain a diverse
   perspective.

9. Closing Comments/Adjourn
   Chair: Rahn Clayton
   Naomi moved to excuse at 7:25 PM. Jason Seconded. All commissioners approved.

Next HSC Meeting: November 13, 2019 6:00 pm

HSC Chair's signature ___________________________ Date 11-12-19

City of Tacoma Staff's signature ___________________________ Date 11/13/19