



**HUMAN SERVICES COMMITTEE
MINUTES
February 25, 2019**

I. CALL TO ORDER

The Human Services Committee meeting was called to order by Chair Jason Berry at 4:00 pm on Monday, February 25, 2019 at 1 East Main Street, Auburn, WA.

Committee Members present: Jason Berry, Lela Brugger, Shanece Dedeaux, Barbara Derda, Tammy Gourdine, Susan Miller, Shawn Paton, Dana Riel, JoAnne Walters

Staff present: Human Services Program Coordinator Emily Pearson

Absent: Director of Community Development Jeff Tate, Human Services Manager Joy Scott

II. APPROVAL OF MINUTES

- Member Dana Riel moved to accept the January 28, 2019 meeting minutes; Member Lela Brugger seconded the motion. All committee members were in favor of adopting the minutes as amended.

The January 28, 2019 meeting minutes were approved.

III. MISCELLANEOUS

- Review and adopt Rules of Procedure

Emily Pearson distributed copies of the draft Human Services Committee Rules of Procedure document. The document outlines proposed operations of the Committee's purpose and structure and brings forth a framework for future meetings. The group examined the document and discussed at length the pros and cons of committing to a more structured format, which would consist of adhering to Robert's Rules of Order. Member Shanece Dedeaux stated that she would be in favor of the changes as most organizations tend to follow this type of alignment. The group ultimately decided to take the next month to review the document and come back at the March meeting with a final vote.

- Election of Chair/Vice Chair positions

All Committee members were in favor of voting in Chair and Vice Chair positions; in the future, the nominations will take place at the first meeting of each year. Lela Brugger nominated Jason Berry to continue as Committee Chair for 2019; Member JoAnne Walters seconded the nomination. The appointment passed unanimously. JoAnne Walters nominated Dana Riel as Committee Vice Chair; Jason Berry seconded the nomination. The appointment passed unanimously.

- Site Visit Coordination

Emily Pearson distributed the 2019-2020 program funding list and asked the members to choose the top 5-7 agencies they'd like to visit. Their suggestions were collected; a list of the most requested agencies will be coordinated and arrangements for visitations will be made in the near future.

- Quarterly Report Reviews

Committee members stated that no one recalled seeing an agency's quarterly report recently, and new members had never seen one. JoAnne Walters asked when the most recent reports would be available; Emily Pearson stated that the first quarter reports were due April 15, 2019. Tentatively, Emily suggested adding Quarterly Report Overview as an agenda item for the April 22, 2019 meeting.

IV. ANNOUNCEMENTS

- The next regular Human Services Committee meeting is scheduled for Monday, March 25, 2019 at 4:00 pm.

V. ADJOURNMENT

The meeting was adjourned at 4:46 p.m.

APPROVED THE 25th day of March, 2019



Jason Berry, Human Services Committee Chair



Jeff Tate, Director of Community Development