

**WEST HOLLYWOOD HUMAN SERVICES COMMISSION**  
**MINUTES – DECEMBER 8, 2009**  
**WEST HOLLYWOOD CITY HALL**

I. CALL TO ORDER

The West Hollywood Human Services Commission was called to order by Chair Deb Farmer at 6:15 p.m., Tuesday, December 8, 2009, in the Community Conference Room of West Hollywood City Hall, 8300 Santa Monica Blvd.

A. PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Commissioner Henry.

B. ROLL CALL

Present: Steven L. Davis, Debra Farmer, Charles Henry,  
Shirley Roberts, Hywel Sims, Mark Zangrando  
Not Present: Ruth Cislowski.

A quorum was present at all times. City staff members included Daphne Dennis, Social Services Administrator; David Giugni, Leslie Isenberg, and Jeff Book.

C. POSTING OF AGENDA

The secretary reported notices for the meeting had been posted as required.

D. PROCEDURE FOR PUBLIC COMMENT

Persons desiring to address the meeting were asked to complete a form.

E. PRESENTATION

On behalf of the Commission, Commissioner Farmer presented a plaque to Commissioner Henry in recognition of his passionate and dedicated leadership as chair over the last two years.

II. MINUTES

With a correction of wording on page three, regarding asking staff to follow up on whether agencies were applying for particular funds, the minutes of the November 10, 2009, meeting were approved a motion by Commissioner Sims, seconded by Commissioner Henry.

### III. PUBLIC COMMENT

There were no comments from the public.

### IV. UNFINISHED BUSINESS

#### A. DISCUSSION WITH EXECUTIVE DIRECTORS

The Commission met with Helen Levin of Russian Community Center and Fr. Ian Davies of St. Thomas the Apostle Church. This is part of a series of discussions with agency directors about the effects of the economic situation as well as changes in government funding of their programs.

Helen Levin spoke about the recent memorial for Howard Jacobs, and said the downturn has caused people to look for less expensive apartments, which means the agency must communicate with landlords on their behalf more than it did previously. She also noted a negative impact on the availability of volunteers, and spoke about her work on the Los Angeles County Human Affairs Commission.

Fr. Davies said they seek to help by providing hope and not just access to services and a meal. He said they do not receive county or state funding; about 3% of their budget is from the City of West Hollywood, with 88% from individuals. He said the harshest impact of the downturn has been on those who live on the streets, as well as those who lack employment and other resources. He has noted an increase in 12-step attendance.

Helen Levin said the demographics of immigrants from the former Soviet Union appear to have become a bit younger in the last few years, although there is continued apprehension among some regarding cooperating with data gathering, such as the census. Daphne Dennis said the city is taking steps to encourage cooperation with the 2010 Census.

She also noted that due to cutbacks in agencies, it is much more difficult to get agency staff on the phone, which slows problem-solving and makes cooperation more difficult. She and Fr. Davies said the City helps by bringing agencies together in regular meetings, and by providing friendly help with agency issues.

#### B. LETTER OF INTENT RE-ISSUE

Commissioner Farmer said that she and Commissioner Sims met with Lloyd Long, Daphne Dennis, and David Giugni to talk about the need to reissue the Letter of Intent for Social Services funding augmentation. Daphne Dennis said the Letter had been revised in response to concerns, and if approved this evening would go to Council for approval on Dec. 21,

for planned release on Dec. 22, with responses due by Jan. 6, and action by the Commission on Jan. 12. Applicants who responded to the original Letter would be able to leave their application as it stands, or resubmit it in response to the revision.

Commissioner Henry said he supported the wording proposed this evening but still feels a disconnect between the wording and the questions that applying agencies are asked to address. He listed things he would like addressed in the narratives, and Daphne Dennis said she would let the agencies know that they should adjust their responses accordingly.

Commissioner Henry moved to recommend that Council withdraw the previous Letter of Intent, and replace it with the new one, revised as discussed, including in the available funding amount the unspent monies the City is currently aware of, adopting staff's proposed language with an inclusion of an expectation that agencies will explain in the "need" and "program description" section of their narrative how their proposed services help mitigate the effects of the economic downturn on members of the West Hollywood community. This was seconded by Commissioner Zangrando and approved.

C. GENERAL PLAN ADVISORY REPORT

Commissioner Zangrando spoke about the fifth of eight meetings of the General Plan Advisory group, which dealt with traffic and parking. Contrary to some expectations, the report of consultants showed that parking is available in the City on Friday and Saturday evenings; the Pacific Design Center lot, for instance, is available.

V. NEW BUSINESS

A. COLLABORATIVE EFFORTS WITH LAUSD

Daphne Dennis said that LAUSD Board Member Steve Zimmer and Superintendent Ramon Cortines meet with West Hollywood to explore areas of cooperation and communication. The focus is on a possible joint use agreement for Laurel, Rosewood, and West Hollywood elementary schools, and various opportunities are being discussed.

VI. ITEMS FROM COMMISSION

Commissioner Davis asked that the meeting be adjourned in memory of Shirley Kaplan. Commissioner Henry asked the same in memory of Howard Jacobs.

Commissioner Sims attended the meeting of homeless services providers and the World AIDS Day event on Dec. 1.

Commissioner Zangrando spoke about the 25th anniversary of cityhood event.

Commissioner Farmer spoke about the congress of boards and commissions; the World AIDS Day event; and the meeting with Lloyd Long, Daphne Dennis, and David Giugni on revising the Letter of Intent. She spoke about continuing the commission's site visits to agencies, and wished everyone happy holidays.

VII. ITEMS FROM STAFF

Daphne Dennis thanked Commissioner Henry for his work chairing the RFP process for social services programs.

Commissioners were invited to the city holiday party and retirement event for Lloyd Long, to be held at the Andaz hotel on Dec. 10.

Leslie Isenberg spoke about Homeless Connect Day activities on Jan. 27-28.

VIII. ITEMS FROM THE PUBLIC

There were no additional items from the public.

IX. ADJOURNMENT

The meeting was adjourned at 7:40 p.m. in memory of Shirley Kaplan and Howard Jacobs.

Signed: \_\_\_\_\_  
Steven L. Davis

Attest:

\_\_\_\_\_  
*J. Book*