

**MINUTES
HUMAN SERVICES COMMISSION
CITY OF WEST HOLLYWOOD
TUESDAY, OCTOBER 4, 2016**

**FIRST-FLOOR COMMUNITY CONFERENCE ROOM
8300 SANTA MONICA BOULEVARD
WEST HOLLYWOOD 90069**

1. CALL TO ORDER

The meeting was called to order by Vice Chair Barbara Meltzer at 6:00 p.m., Tuesday, October 4, 2016, in the First-Floor Community Conference Room at West Hollywood City Hall, 8300 Santa Monica Boulevard, West Hollywood 90069.

A. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Olivia Walker.

B. ROLL CALL

Present: Elizabeth Anderson, Sam Borelli, Ruth Cislowski,
Steven L. Davis, Barbara Meltzer, Patrick Shandrick.

Not Present: Jimmy Palmieri.

A quorum was present at all times. Also present were Elizabeth Savage, Director of Human Services and Rent Stabilization, and staff members Corri Planck, Leslie Isenberg, Derek Murray, and Jeff Book.

C. APPROVAL OF AGENDA

The agenda was approved on a motion by Commissioner Borelli, seconded by Commissioner Davis.

D. APPROVAL OF MINUTES

1. MINUTES OF SEPTEMBER 13, 2016

The minutes of the September 13, 2016, meeting were approved on a motion by Commissioner Cislowski, seconded by Commissioner Borelli, with Commissioner Davis abstaining.

E. PUBLIC COMMENT

There was no Public Comment at this time.

2. CONSENT CALENDAR

There were no items on the Consent Calendar.

3. UNFINISHED BUSINESS

A. REPROGRAMMING OF CONTRACT SAVINGS

Leslie Isenberg presented the staff report on a process for reprogramming contract savings. Recommendations included focusing on enhancing the work of agencies that are already being funded by the City, and doing the reprogramming of funds once a year, in December.

Commissioner Anderson said the recommendations were in line with using unspent funds to scale up the work of existing agencies. Commissioner Borelli helped clarify that the policy is a guideline and not a binding rule. Commissioner Shandrick asked about the existence of other funding timelines, such as capacity-building grants. Commissioner Davis said he preferred receiving several options for reprogramming, instead of only one. Commissioner Cislowski asked if \$75,000 is the level that will trigger issuance of a “mini-Request for Proposals” (mini-RFP) and they confirmed it is. Corri Planck said that staff will take the Commission’s input and return with an item at the next meeting.

Commissioner Davis said policies like those on reprogramming should be provided to new members who join the Commission. Derek Murray said a “mini-RFP” is being developed for a new round of agency development grants, and this will be coming to the Commission soon.

B. LIAISON ASSIGNMENT AND OUTREACH REPRESENTATIVES

Commissioners discussed assignments as liaisons to other boards and commissions, and settled on the following for now:

Planning Commission	--
Public Facilities Commission	Steven Davis Patrick Shandrick
Public Safety Commission	Patrick Shandrick
Rent Stabilization Commission	Jimmy Palmieri
Transportation Commission	Elizabeth Anderson
Disabilities Advisory Board	--
Lesbian & Gay Advisory Board	Jimmy Palmieri
Senior Advisory Board	Barbara Meltzer Steven Davis
Transgender Advisory Board	Sam Borelli
Women’s Advisory Board	Barbara Meltzer

Commissioner Cislowski said she was available to attend particular board and commission meetings with 48 hours’ notice.

The Commission then discussed designating members for outreach on four major initiatives: Aging in Place, HIV Zero Transmission, Mental Health Support, and Homeless Services.

Elizabeth Anderson – Homeless Services, Aging in Place

Sam Borelli – Aging in Place
Ruth Cislowski – Homeless Services
Steven Davis - all of these
Barbara Meltzer – Aging in Place
Patrick Shandrick – Homeless Services

Commissioners Meltzer and Borelli spoke about forming a public relations and communications subcommittee. The Commission discussed the best size and plan for this group. Staff spoke about how the Ralph H. Brown Act applies to different types of committees.

Commissioner Davis moved to create a subcommittee to study and report back on communications. This was seconded by Commissioner Cislowski, and approved.

Commissioners Borelli, Meltzer, and Shandrick volunteered to serve on the subcommittee. This was approved by consensus.

4. NEW BUSINESS

A. KLEAN TREATMENT CENTER

Josh Feldman, intake manager of Klean Treatment Center, discussed changes in services they offer. They now have sober-living facilities for men and women. Commissioner Anderson asked if there is a cap on days in sober living; Josh Feldman said they are seeing about 90 days.

Commissioner Borelli said he toured the facility last year, and that he has a friend on staff there. He asked for information on Klean's commitment to the City to provide up to 10% of its available bed nights free of charge to West Hollywood community members who could not otherwise afford the program. Corri Planck said that numbers have been lower than 10%, and that staff has been working to connect them with other agencies, and increase the usage.

Josh Feldman said they have parameters to qualify, due to the need to provide safety to participants, including a psychological evaluation and access to medications. Commissioner Cislowski asked for a follow-up report about what happens if people are missing one or two of the necessary pieces to qualify.

B. FACILITY USE EFFECTIVENESS PROJECT

Olivia Walker, Recreation Services Manager, presented members of the Recreation staff, who introduced themselves: Cortez Jordan, Clavon Jubrey, Susana Salazar, Michael Gasca, Marina Rabinovich, and Chris Worland. Elizabeth Savage said the City has a very strong Recreation staff, many of whom are pursuing higher degrees while working.

Elizabeth Savage said the Facility Use Effectiveness Project is in response to a request from the City Manager and the City Council. It will also be on the agenda of the Public Facilities Commission, and then be presented to the City Council. It is intended to bring more structure, equity, and fairness to use of facilities.

Commissioner Cislowski left the meeting at this point. The meeting continued to have a quorum throughout.

Chris Worland presented information from the report, including that 86% of users reporting to be satisfied or highly satisfied. The report examines how well the City's numerous rooms and meeting spaces are used, and ways this can be improved.

Among the points raised in the report is a need for a concierge/operations team that will be able to re-set rooms multiple times during the day, thereby multiplying the number of groups that will be able to use the facilities. With the current use of an outside contractor whose employees are off-duty at 1:30 pm, rooms with evening meetings must have their furnishings set before that time and then held until the meeting time.

Commissioners discussed a need for desk and meeting space for social services agencies.

Commissioner Borelli moved that the Commission's response to the report be: (1) to recommend ongoing, operational space for non-profits funded by the City; (2) the requirement that groups be composed of a majority (50% plus one) of City residents to qualify as in-city users, should be flexible; (3) to support an operations team for greater turnover of rooms; and (4) Recreation programs are a vital public wellness benefit for the City and the wider community. This was seconded by Commissioner Shandrick and approved, 5 to 0.

Commissioner Davis asked for consideration of a formalized complaint or grievance process for users of parks/recreation facilities.

5. EXCLUDED CONSENT

There were no excluded Consent items.

6. ITEMS FROM STAFF

Staff requested that Item 7 be taken up next.

7. PUBLIC COMMENT

Aaron Celious of Maroon Society, who spoke about the strategic plan for HIV zero transmission.

6. ITEMS FROM STAFF

Derek Murray said that the HIV zero transmission strategic plan will be going to the City Council in November. He serves on the LA County Commission on HIV, which meets next on October 13. He spoke about the TEEP job fair on Oct. 20, and the Disabilities Advisory Board's Service Awards and health and wellness event on Oct. 18, at which the Johnny Mercer Children's Choir of the Braille Institute will perform. He said the State of California has released its Getting to Zero plan regarding HIV, and that the link will be sent to commissioners.

Leslie Isenberg said members were welcome to attend the Agency Orientation meeting on October 11.

Corri Planck reminded members that the Annual Congress of Boards and Commissions is scheduled for Saturday, October 29, in the City Council Chambers. She spoke about site visits, looking forward to working with the new public relations/communications subcommittee, and to please hold the date of Monday, November 14, for a joint meeting with the Public Safety Commission, which will be proposed to this Commission at the November 8 meeting.

Elizabeth Savage said that she and David Giugni met with foundation executives at Southern California Grantmakers conference, and that a recommendation is going to the City Council to support an expanded LGBTQ Services Scan for Los Angeles County.

8. ITEMS FROM COMMISSIONERS

Commissioners congratulated staff on the City Council's approval of Social Services contracts.

Commissioner Borelli spoke about the TEEP career path meeting with youth; about being in a meeting with the new Bet Tzedek staff person; and about losing his friend, John Michael Gray. Gray and his husband, Tim O'Connor, were "The Hat Sisters."

He requested that the meeting be adjourned in memory.

Commissioner Shandrick spoke about community members' concerns regarding the agendas of social services agencies regarding LGBT youth, and about Governor Jerry Brown signing mandatory PrEP and PEP education. He will be out of the state and unable to attend the November meeting and the annual Congress.

Commissioner Davis thanked everyone for their thoughts and connection at the time of the loss of his longtime friend and roommate.

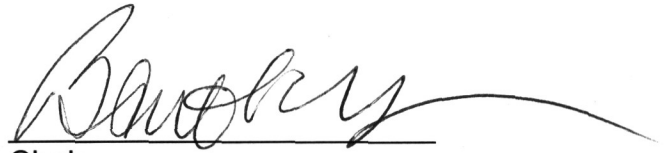
Commissioner Meltzer spoke about an interreligious panel and exhibit at the Museum of Tolerance; about attending the Senior Advisory Board; about the Geri-Fit health program; about the very well attended West Hollywood Library birthday party; and the Housing Innovations conference. She wished everyone *Shana Tovah*.

9. **ADJOURNMENT**

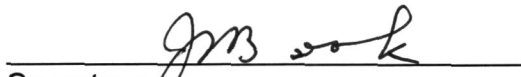
The Human Services Commission was adjourned at 8:42 p.m. in memory of John Michael Gray of Boston and Provincetown, MA.

The next regular meeting is at 6:00 p.m. on Tuesday, November 8, 2016, in the First-Floor Conference Room at City Hall, 8300 Santa Monica Boulevard, West Hollywood, CA 90069.

APPROVED BY A MOTION OF THE HUMAN SERVICES COMMISSION ON THE 10TH DAY OF JANUARY 2017.


Chair

Attest:


Secretary