



## MINUTES

### HUMAN SERVICES COMMISSION

### REGULAR MEETING

### SMI TRAINING ROOM

330 Olympic Drive, Santa Monica, CA 90401

Wednesday, October 9, 2024

3:00 PM

#### Call to Order

Chair Leddy called the meeting to order at 3:05 p.m.

#### Roll Call

The following persons were recorded in attendance by the Recording Secretary:

Present: Commissioner Nguyen, Commissioner Manvel (left at 4:01 pm), Commissioner Wells, Commissioner Kagel, Vice Chair Castanon, Chair Leddy

Absent: Commissioner Yilmazer (excused), Commissioner Koza (excused), Commissioner Einbinder (unexcused)

Also present: Achee Stevenson (Acting Human Services Administrator), Ivette Gomez (Staff Assistant III)

#### 1. Public Input (Non-Agenda Items)-

None

## 2. Public Input (Agenda Items Under SPECIAL AGENDA ITEMS and CONSENT CALENDAR Only)-

None

## 3. Special Agenda Items

- a. Presentation by consultant, BerryDunn, on the draft Homelessness Strategic Plan (HSP). Followed by discussion and possible action.
- b. Swearing-in of Commissioner Tamara Kagel

Commissioner Kagel was sworn in on October 9, 2024

## 5. Consent Calendar

- a. [September 3, 2024 Minutes](#)

Vice Chair Castanon moved and Commissioner Nguyen seconded a motion to approve the September 3, 2024 Minutes. Voice vote; motion passes unanimously, with Commissioners Yilmazer, Koza, and Einbinder absent

## 6. Public Input On Remaining Agenda Items

None

## 9. Staff Administrative Items

- a. Discussion and possible action regarding the Human Services Commission Annual Evaluation and possible creation of ad hoc (Attachment: [2023-24 Human Services Annual Evaluation/Workplan](#), [Annual Evaluation template](#), [2024-25 Human Services Workplan](#), [Draft of 2024-25 Evaluation/Workplan](#))

Commissioner Kagel moved and Vice Chair Castanon seconded a motion to submit the draft 2024-25 Evaluation/Workplan with edits to include, but not limited to, correct spelling for #2, additional accomplishments to #5a, and use the Human Services workplan items to assist with #6 - #6 to include 1) participating in the Aging and Disability Action Plan 2) understanding the existing budget needs for the department 3) integrating the Human Services Commission into the Human Services Grants Program 4) improving relationship with City Council 5) continue and expand guest speakers 6) continue to advocate for an increase in meeting frequency.



Voice vote; motion passes unanimously, with Commissioners Yilmazer, Koza, and Einbinder absent

- b. Discussion/reports from existing ad hoc committees and possible action on their [recommendations](#)

Vice Chair Castanon moved and Commissioner Wells seconded a motion to request tickets from staff for the Westside Coalition Breakfast Celebration on October 24<sup>th</sup>. Voice vote; motion passes unanimously, with Commissioners Yilmazer, Koza, and Einbinder absent.

Chair Leddy moved and Vice Chair Castanon seconded a motion to send the letter on Safe Parking Lots to Council. Voice vote; motion passes unanimously, with Commissioners Yilmazer, Koza, and Einbinder absent.

### Adjournment

Chair Leddy adjourned the meeting at 5:06 PM

Attest:

Approved:

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(Name)  
Secretary

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(Name)  
Chair