
VACANT	D1	Daisy Barocio	D5	Tayesa Knight	D9	Tracy Fowler	SS
VACANT	D2	Shannon Wass	D6	Thomas Estrada	D10		
Rich Dotson	D3	Kimberly Carvallison	D7	Angie Lopez	MAY		
Thi Ly	D4	Saeed Chaudry	D8	Tiffany Maciel	SS		

CMO Staff: Sabrina Parra-García
Council Liaison: Johanna Rodriguez

Draft Minutes

prepared by: Sabrina Parra-García

Thursday, August 17, 2017

I. Call to Order & Orders of the Day

The Human Services Commission of the City of San José convened for a regular meeting at 6:17 p.m. in Wing Room 120 at City Hall.

Present: Commissioners – Dotson (arrived at 6:33 p.m.), Ly, Barocio, Wass, Carvallison (arrived at 6:27 p.m.), Chaudhary (arrived at 6:33 p.m.), Knight, Estrada, Lopez (arrived at 6:22 p.m.), Maciel.

Absent: Commissioners – All present.

II. Consent Calendar

A. Approve the Minutes for May 18, 2017

B. Approve Agenda for August 17, 2017

Document Filed: (1) [Minutes for May 18, 2017](#).

Action: Upon motion by Commissioner Fowler, seconded by Commissioner Wass and carried unanimously (Commissioner Barocio abstained; Commissioners Dotson, Carvallison, Chaudry, and Lopez absent), the May 18, 2017 minutes were approved.

Action: Upon motion by Commissioner Wass, seconded by Commissioner Fowler and carried unanimously (Commissioners Dotson, Carvallison, Chaudry, and Lopez absent), the August 17, 2017 agenda was approved.

III. Public Record - None

IV. Open Forum - None

V. Reports and Informational Only

A. Council Liaison; Johanna Rodriguez, Office of Councilmember Tam Nguyen, provided a verbal update on the prostitution and human trafficking work happening with the Human Rights Coalition, particularly the new online reporting tool, www.reportjohn.org, available in 5 languages.

Commissioner Lopez arrived at 6:22 p.m.

Reports and Informational Only cont.

B. Staff; Sabrina Parra-García, Office of the City Manager, provided a verbal report on the following:

- Up-coming Citizenship Workshop on September 23 from 9 to 4 at the Convention Center
- Newly launched My San Jose app
- Invitation from the Silicon Valley Community Foundation and Midpen Media Center to participate as an interviewee in their Made Into American storytelling series

Commissioner Carvallison arrived at 6:27 p.m.

VI. New Business

A. Chair and Vice-chair selection in August; Chair Estrada

Action: With a motion by Commissioner Fowler, seconded by Commissioner Carvallison, the Commission voted unanimously (Commissioners Dotson and Chaudry absent) to approve Chair Estrada and Vice Chair Lopez as Chair and Vice Chair for the 2017-18 fiscal year.

Reference Materials: (1) [Chair Candidate Statement](#). (2) [Vice Chair Candidate Statement](#).

Commissioners Dotson and Chaudry arrived at 6:33 p.m.

B. Commission Bylaws; Sabrina Parra-García, Office of the City Manager
After a presentation by Sabrina Parra-Garcia on the purpose of bylaws, the Commissioners asked questions regarding that could be changed and discussed how the bylaws should be structured to be useful for the Commission.

Discussion (no action).

Reference Materials: (1) [Bylaws Presentation](#). (2) [Bylaws Template](#).

C. FY 2017-2018 Work Plan; Chair Estrada

Through robust discussion, the Commission came up with their proposed work plan for fiscal year 2017-18.

New Business cont.

Action: Upon a motion by Commissioner Maciel, seconded by Commissioner Dotson, the Commission voted unanimously to include the following items on their work plan:

- Bylaws creation
- Human trafficking education campaign
- Campaign to eliminate implicit bias of disability culture through a mini film festival during the Inclusion Collaborative event in October
- Children's rights, focused on the impact of the national immigration policy shift and access to mental health services
- Explore the police department's recruitment process and culture with regards to cultural competency

Action: Upon a motion by Commissioner Fowler, seconded by Commissioner Wass, the Commission voted unanimously to allow the meeting time to run past 8 p.m. to allow for the completion of discussion and voting on the work plan.

Action: Upon a motion by Commissioner Fowler, seconded by Commissioner Wass, the Commission voted unanimously to create an ad hoc committee to work on the disability film festival, starting August 18 and ending no later than February 18, 2018 with Commissioner Maciel as the head and participation by Commissioners Estrada and Ly.

Reference materials: (1) [Commission FY2017-18 work plan matrix](#).

VII. Next Meeting

A. Thursday, September 21, 2017 at City Hall Wing Room 120.

VIII. Adjournment

Action: Upon motion by Commissioner Estrada to adjourn the meeting, seconded by Commissioner Fowlers, the motion carried unanimously. The meeting adjourned at 8:21 p.m.