

Sandra Coats	D1	VACANT	D5	Tayesa Knight	D9	Tracy Fowler	SS
Nicholas Raisch	D2	Shannon Waas	D6	Thomas Estrada	D10		
Rich Dotson	D3	Kimberly Carvallison	D7	Angie Lopez	MAY		
Visar Jahiu	D4	Saeed Chaudry	D8	Tiffany Maciel	SS		

CMO Staff: Zulma Maciel
Council Liaison: Tam Nguyen

Minutes

prepared by: Nidia Gómez

Thursday, February 16, 2017

I. Call to Order & Orders of the Day

The Human Services Commission of the City of San José convened for a special meeting at 6:30 p.m. in Wing Room 120 at City Hall.

Absent Commissioners:

II. Consent Calendar

- A. Approve the Minutes for October 20, 2016
- B. Approve Agenda for February 16, 2017

Action: Minutes for [October 20, 2016](#) was deferred to March 16, 2017 Human Services Commission meeting.

III. Public Record - None

IV. Open Forum

V. Reports and Informational Only

- A. Council Liaison; Ryan Carrigan, Office of Council Member Tam Nguyen, provided a verbal report on the following:
 - Encouraged Commission to look up transcript of State of the City address
 - Office of Council Member Nguyen is planning Cultural Diversity Day in May at Seven Trees Community Center
 - Mural project that represents diversity
 - Beautification project
- B. Staff; Zulma Maciel, Office of the City Manager, provided a verbal report regarding:
 - Commissioner City-issued emails and business cards in March
 - Presentation on Office of Immigrant Affairs and Welcoming San José

VI. Action and Discussion Items

- A. Election of Officers
Zulma Maciel, Office of the City Manager, solicited nominations for the position of Chair and Vice Chair to serve from February through December 2017.

Action: Upon motion by Commissioner Maciel to elect Commissioner Estrada for the position of Chair and Commissioner Lopez for the position of Vice Chair, seconded by Commissioner Fowler, the motion carried unanimously. Commissioner Estrada was elected Chair and Commissioner Lopez was elected Vice Chair.

VI. Action and Discussion Items (cont'd.)

B. Overview of Welcoming San José Plan

Zulma Maciel, Director of Office of Immigrant Affairs of City Manager's Office presented an overview of the 3-year immigrant integration plan of *Welcoming San José: Plan for Civic, Economic, Linguistic, and Social Integration 2016-2019*, and explored opportunities for the Commission to get involved through a dialogue.

Discussion (no action)

Document Filed: (1) WSJ Presentation.

C. Create Diversity Day Ad-Hoc Subcommittee

Sandra Coats, Commissioner, provided background to new commissioners regarding Diversity Day, referencing Disability Awareness Day to discuss the need for and establish a limited-term ad-hoc where the Commission would advise on inclusion and accessibility for special events.

Action: Upon motion by Commissioner Fowler to form an ad-hoc subcommittee with the purpose to explore Human Services footprint on community events and outcome for Commission to guideline recommendations for community-wide events, set to sunset August 2017, seconded by Commissioner Coats, the motion carried unanimously. A Special Events Ad-Hoc Subcommittee was formed. Commissioner Roster: Coats, Dotson, Chaudry, Maciel.

D. Workplan Deliverables

Discussion on workplan items and agree on deliverables. Upon motion by Commissioner Coats to add section to agenda, New Business, seconded by Commissioner Maciel, the motion carried unanimously. New Business section would give commissioners an opportunity to share brief oral summaries of events attended.

Discussion (no action)

VII. Next Meeting

A. Thursday, March 16, 2017

VIII. Adjournment

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

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You may speak to the Commission about any discussion item that is on the agenda, and you may also speak during Public Comments on items that are not on the agenda and are within the subject matter jurisdiction of the Commission. Please be advised that, by law, the Commission is unable to discuss or take action on issues presented during Public Comments. Pursuant to Government Code Section 54954.2, no matter shall be acted upon by the Commission unless listed on the agenda, which has been posted not less than 72 hours prior to meeting.

Agendas, Staff Reports and some associated documents for the Commission items may be viewed on the Internet at <http://www.sanjoseca.gov/index.aspx?nid=371>.

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On occasion the Commission may consider agenda items out of order.

The Human Services Commission meets every third Thursday of the month at 6 p.m., with special meetings as necessary. If you have any questions, please direct them to the Commission staff. Thank you for taking the time to attend today's meeting. We look forward to seeing you at future meetings.

To request an accommodation or alternative format under the Americans with Disabilities Act for City-sponsored meetings, events or printed materials, please call (408) 535-1260 as soon as possible, but at least three business days before the meeting.

Please direct correspondence and questions to:

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