

**CITY OF LYNNWOOD
HUMAN SERVICES COMMISSION MINUTES
January 7, 2021 Meeting**

Call to Order

The meeting was called to order by Chair Farkas at 6:34 p.m.

Roll Call

Commissioners Present:	Staff:
Chair: Chris Collier	Lynn Sordel, PRCA Director and Staff Liaison
Vice Chair: Vanessa Villavicencio	Mary-Anne Grafton
Pam Hurst	Misty Burton-Burke
Michelle Reitan	Leah Jensen
Mary Anne Dillon	
Kris Hildebrandt	
City Council Liaison:	
Jim Smith	

Approval of Minutes

December 10, 2020 minutes approved as recorded.

Citizen Comments

None

Commissioner Comments

None

DISCUSSION/ACTION ITEMS:

Follow-up Discussion: Stakeholder Status Update

In light of the impact that COVID-19 has had on healthcare organizations over the last 9-10 months the determination was made to move forward with a meeting with four stakeholders, with the understanding that more community stakeholders/partners will be invited in coming months. One of the suggested goals of a meeting with the initial four stakeholder organizations is to begin to broaden the network of stakeholders/partners to include long-term partnerships as well as a series of speakers who will inform the Commission and it's stakeholder/partners on the (human services) gaps within the community. Commissioners were informed of the service provider networking group South County Connectors. Commissioner Hurst will attend a meeting of the South County Connectors to learn of other healthcare providers to add to the list of

1 stakeholders. With the help of staff, Commissioners will remain focused on the goal of
2 improving healthcare outcomes in Lynnwood. Other outreach resources were
3 discussed, such as community paramedics.

4 5 **Finalize Stakeholder/Partner Meeting Details**

6
7 Commissioners discussed the importance of setting clear expectations of the assistance
8 that the City of Lynnwood and the Commission can and cannot provide to stakeholders.
9 The Commissioners will hear all aspects of concerns from stakeholders and will act as
10 the conduit between stakeholders, the City Council and legislative policy makers.
11 Commissioners and staff discussed the various ways the City has aided the community
12 during the pandemic. This information can serve as an example of the type of
13 assistance the City can provide to the healthcare community.

14
15 The meeting with stakeholders is scheduled for Friday, February 12, 12:30-2:00pm.
16 Director Sordel and staff will provide Commissioners with an outline/proposed agenda
17 prior to the Commission's next meeting and will inform the stakeholders of the February
18 12th meeting date. Commissioners will review and finalize the outline/proposed agenda
19 at the February 4 meeting. Along with introductions, topics on the agenda will include
20 meeting frequency and next steps.

21
22 At the February 4 meeting, Commissioners will formulate questions that will be sent to
23 stakeholders prior to the February 12 meeting. Sending questions to stakeholders
24 beforehand will allow more time for Q&A at the February 12 meeting.

25 26 **Future Meeting – Presentation to City Council**

27
28 Commissioners discussed their responsibilities to Council as an advisory body. Chair
29 Collier offered the following as the Commission's responsibilities:

- 30 • Build relationships with healthcare stakeholders in the City, on behalf of the
31 Council
- 32 • Build an understanding with healthcare stakeholders about human services
33 needs in the community and ways in which the City can provide assistance
- 34 • Help to inform the Council's legislative priorities
- 35 • Gain the Council's feedback on the Commission's ongoing work

36 37 **2021 Meeting Calendar**

38
39 The Human Services Commission meeting calendar was adopted with the following
40 revisions:

- 41
42 • The Commission will meet on July 15th (not July 1st)
- 43 • The Commission's August 5th meeting is cancelled for Summer recess

44 45 **OTHER BUSINESS/REPORTS:**

1 Commissioners discussed the roll out for COVID-19 vaccinations. Mary-Anne Grafton
2 will email a copy of the State's vaccination schedule to Commissioners.

3
4 Mary-Anne Grafton announced Operation Warm Veteran as an upcoming event which
5 is a coordinated effort between several community partners.

6
7 Director Sordel announced a presentation of the City's Americans Disabilities Act (ADA)
8 plan that will be presented at a Council meeting in March or April. Commissioner Hurst
9 will connect with Director Sordel to discuss her work as an ADA specialist for the City of
10 Seattle.

11
12 **COUNCIL LIAISON REPORT:**

13
14 Council member Smith shared his report on the work of the Human Services
15 Commission to the full Council. He recommended that introductions and the Human
16 Services Commission's accomplishments are brief at the meeting with stakeholders, as
17 a consideration of having only 90 minutes to meet.

18
19 ***NEXT MEETING: February 4, 2021 at 6:30 p.m.***

20
21 **ADJOURNMENT**

22
23 The meeting was adjourned at 8:02 p.m.

24
25 ***SUBMITTED BY Chris Collier, CHAIR***

26
27 *Recorded by Executive Assistant Leah Jensen*

28