

ADVISORY BOARD

Thursday, March 19, 2025, | 11:00 AM – 12:30 PM

Meeting Minutes

Summary of Attendance

Attended meeting via Zoom:

- Board Members:
 1. Gazel Tan
 2. Heidi Shepherd
 3. Brian Berry
 4. Jenn Ramirez Robson
 5. Olga Perlman
 6. Lori Guilfoyle
 7. Julia Colson
 8. Preston Anderson
 9. Theresa Demeter
 10. Alex O'Riley
 11. Brenda Farwell
- Staff:
 - o Traci Adair
 - o Michael Bailey
 - o Marjan Didra
 - o Jenna Franklin
- Guests:
 - o N/A

Attended meeting on-site:

- Board Members:
 1. Carrol Stripling
 2. Pete Lewis
- Staff:
 - o Joanna Bomba
 - o Shayna Pepin
- Guests:
 - o N/A

Welcome and Icebreaker

- Pete's Rules (in dealing with his grandchildren) inspired: one rule you remember from childhood?

Meeting Summary

- Members Present (12 – quorum achieved):
 - Shayna took roll
 - Members Absent:
 - Faisal Akhter
 - Preston Anderson
 - Cynthia Snyder
 - Nancy Colson
 - Quorum was confirmed.
- Staff gave updates on administrative items and high priority items: LevelUp updates and Immigrant and Refugee support updates
- Board had discussion of bylaws, approved a set of changes, to discuss remaining proposed changes next month.

Approval of Consent Agenda

- Michael indicated that leadership flagging potential need for correcting minutes from previous meetings due to discrepancies. Board questioned if it was approved minutes. Shayna indicated that all published minutes on website are from meetings where minutes were approved.
- February minutes approved. Lori abstained due to being absent at the meeting.

Public Comment

- No public comment was received

Subcommittee Report Outs

- Veterans:
 - Were told that the yearly report was going to be on-line. Want a physical end of year report, due to challenges with reading a lot of material on-line.
 - Symposium Pete received VSHSL Legislative Award for the work to bring the VSHSL into fruition.
 - Did not talk about by-laws due to lack of membership attending committee meeting. Pete has comments on it: regarding the original consideration of “chair” and two vice-chairs. More discussion will occur during the By-Laws Discussion part of agenda.
 - Talked about number of points of contact missing between Levy staff and community. Pete called out the “fantastic” work of the resource team, and indicated they’re doing outstanding work.
 - Ideas: use King County television channel to get information out.
- RC:
 - All attended last meeting, reviewed by-laws, and discussed requesting an update

on Audit. Discussed need for recruitment. Areas they want to hear more about: Immigration and Individuals with Disabilities.

- Seniors:
 - Met last week and continued discussion of by-laws and continued reviewing strategy areas impacting seniors and caregivers.
 - Discussion about what “oversight” means in terms of role of board.

Staff Updates

- Vacancies:
 - Board packet has updated list of vacancies and board contact info
- Emails:
 - Shayna will be sharing board email FAQ
 - The expectation going forward is that staff use their board email addresses.
- Level Up:
 - Level Up is the internal project name for responding to the audit and leveling up our work in general.
 - Michael gave an update that things are going well, we are transmitting updates to council, we are on track for deliverables.
 - Anti-fraud training that ASD designed is being rolled out to the department.
- Quarterly report and Annual Report format:
 - Request by board for both online and paper versions.
 - Request by board for an accessibility check for any reports.
- Immigrants and Refugees Policy Manager:
 - Working with NWIRP to provide Know your Rights training March 25 from 1pm-2pm on Zoom and will be recorded.
 - Board expressed request for a community of practice across the state, staff confirmed partnership with state and city partners.

Board Business

- Bylaws discussion:
 - The board went through the drafted bylaws and discussed points of change.
 - Board got through discussing about half of the document.
 - Motion to strike language not ready to vote on, vote on language that we had agreed on, and bring back the other items next week.
 - Verbal vote: majority agree.
 - One vote: No
 - Everything above Section II part 3 # 2A was voted in.

Meeting adjourned at 12:33pm

Minutes taken by <<Traci Adair, staff>>