

**HUMAN SERVICES COMMISSION
CITY OF WEST HOLLYWOOD
MINUTES
TUESDAY, FEBRUARY 11, 2025
PLUMMER PARK - ROOMS 5 & 6
7377 SANTA MONICA BOULEVARD
6:00 PM**

1. **CALL TO ORDER:** Chair Adolphson called the meeting to order at 6:00 pm and read the Land Acknowledgement.

A. ROLL CALL

PRESENT: Commissioner Borelli
Commissioner Davis
Commissioner Eyres
Commissioner Palmieri
Commissioner Wyville
Vice-Chair Williams
Chair Adolphson

ABSENT: None

ALSO PRESENT: Christof Schroeder, Director of Human Services
Christine Safriet, Assistant to the City Manager
Derek Murray, Social Services Supervisor
Amy Valdepeña, Commission Secretary, Human Services Specialist

- B. PLEDGE OF ALLEGIANCE:** Chair Adolphson led the Pledge of Allegiance.

C. APPROVAL OF AGENDA

The Human Services Commission is requested to approve the meeting agenda for February 11, 2025.

ACTION: Approved the Agenda of Tuesday, February 11, 2025, as amended, New Business Item 4.A before Unfinished business 3.A.
Motion by Chair Adolphson seconded by Vice Chair Williams and approved by roll call vote.

D. APPROVAL OF MINUTES

The Human Services Commission is requested to approve the minutes of the January 14, 2024, Human Services Commission meeting.

ACTION: Approved the minutes of January 14, 2024, as amended, **Motion by Commissioner Borelli** to approve, **seconded by Commissioner Eyres, and approved by roll call vote.**

E. PUBLIC COMMENT

YOLA DORE, WEST HOLLYWOOD – Spoke about the Disability Advisory Board’s work plan for 2025, focusing on emergency preparedness.

2. CONSENT CALENDAR:

UNFINISHED BUSINESS 3A move after NEW BUSINESS, 4A

3. UNFINISHED BUSINESS:

A. PAUL ANDREW STARKE WARRIOR AWARDS DISCUSSION

The Human Services Commission discussed the Paul Andrew Starke Warrior Awards on December 4, 2025.

The Commission expressed strong support for continuing the awards program, emphasizing its significance in honoring the City’s history with the HIV/AIDS crisis. Key points of the discussion included:

- Commissioner & City Council Roles: Responsibilities for the awards event.
- Event Format: Exploring changes to the event’s timeframe, presentations, entertainment, and scriptwriting.
- Staff Costs: Inquiry into the cost of organizing the event.
- Ad Hoc Subcommittee: Discussion on forming a subcommittee to plan the awards event.
- Task Force Proposal: A suggestion to form a task force of boards and commissions to explore consolidating awards events citywide.
- Sponsorship: The possibility of soliciting outside sponsorship for the event.
- Evolution of the Awards: Emphasis on evolving the awards process to stay relevant.

ACTION: Received and discussed.

4. NEW BUSINESS

A. HEART HEALTH AWARENESS

The Human Services Commission received a presentation and live CPR demonstration from the American Heart Association. Luis Cruz, Marlon Cruz, and Dr. Carolyn Kaloostian participated from the AHA.

Commissioners engaged in discussion with the presenters and participated in a hands-on CPR training using mannequins provided by the organization.

ACTION: Received and discussed.

B. 2023-24 CONTRACT SAVINGS

The Human Services Commission received a report on the unspent funds from the Year 2 funding cycle (2023-24) for Social Services agencies and the reallocation of those funds back to the agencies. \$153,000 was unspent; about \$130,000 was returned. The remaining funds will be allocated on an as-needed basis over the rest of the contract year.

Commissioners requested and received clarification on the process and distribution of the unspent funds.

ACTION: Received and filed.

C. SOCIAL SERVICES REQUEST FOR PROPOSAL SCHEDULE AND RELATED ACTIVITIES

The Human Services Commission received a detailed report on the 2025 schedule and process for soliciting and evaluating Social Services Requests for Proposals (RFPs).

Commissioners confirmed the timeframe for the two televised meetings as follows:

- April 8, 2025 | 5:30 PM – 8:30 PM
- July 22, 2025 | 5:30 PM – 8:30 PM

ACTION: Received, approved, and filed.

5. EXCLUDED CONSENT CALENDAR

A. CITY COUNCIL LIAISON ASSIGNMENTS 2025

The Human Services Commission received the updated City Council liaison assignments. Commissioner Davis requested Commissioner Wyville take the June City Council Liaison assignment. He agreed.

ACTION: Received and filed.

B. HUMAN SERVICES COMMISSION 2025 WORK PLAN

The Human Services Commission received the updated 2025 Work Plan.

Commissioner Davis requested clarification on why certain items, such as the Care Team and Holloway Project, are listed as pending Council direction. Staff clarified that these items are on the City Council's agenda for future meetings, where staff will present them for Council review and direction. Once the Council provides input, the items can be brought back to the Commission for further input, for example, the Homelessness Initiative special study session.

ACTION: Received and filed.

6. ITEMS FROM STAFF

Staff provided Commissioners with *The WeHo Pages* and encouraged them to help spread the word. Commissioners were invited to request additional copies if needed.

7. PUBLIC COMMENT

NONE.

8. ITEMS FROM COMMISSIONERS

Commissioner Davis - Recognized staff member Dee Saunders for leading great meetings.

Commissioner Palmieri - Requested to adjourn in memory of Ernie Guacamole Diaz, a long-time city volunteer.

Commissioner Wyville - Requested to adjourn in memory of Troy Masters, publisher and editor of the Los Angeles Blade.

Commissioner Eyres - Inquired whether the city has a designated budget for staff overtime in case of an emergency.

Commissioner Borelli - Emphasized Emergency Preparedness and mentioned Renne Sotille had requested including community cats in the city's services guides.

Vice-Chair Williams - Raised concerns about the safety of local nonprofits, particularly those facing threats in the face of the new federal administration. She referenced a recent incident at the Trans Latin@ Coalition and asked the Commission to agendaize nonprofit safety for discussion at a future HSC meeting. (Commissioners agreed by consensus.) She also suggested that groups assisting animals explore nonprofit status for potential funding opportunities.

Chair Adolphson - Requested to adjourn in memory of her father-in-law, Robert Weemer II, who passed away this weekend.

9. ADJOURNMENT

The Human Services Commission adjourned in honor of Robert Weemer II, Ernie Guacamole Diaz, Troy Masters, and Laszlo at 8:00 pm to its next Regular Meeting on Tuesday, March 11, 2025, at 6:00 pm at the Plummer Park Community Center, Rooms 5 & 6.

Notice: Written materials distributed to the Human Services Commission within 72 hours of this meeting are available for public inspection immediately upon distribution at the Department of Human Services and Rent Stabilization, 8300 Santa Monica Boulevard, West Hollywood, California, 90069, during normal business hours. They will also be available for inspection at the staff liaison's table during the Commission meeting.

APPROVED BY A MOTION OF THE HUMAN SERVICES COMMISSION ON THIS 11th DAY OF MARCH, 2025.

Signed by:
Sarah Adolphson
9FFE53E1DA21D440
SARAH ADOLPHSON,
CHAIRPERSON

ATTEST:
Signed by:
Christine Satriet, Acting Manager
17AE2E92B1BD40E
STAFF LIAISON

A copy of the audio recording of this meeting can be obtained from the City Clerk's office upon request.

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Sarah Adolphson
 sarah@theartemis.agency
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