

**HUMAN SERVICES ADVISORY COMMISSION**  
**MEETING MINUTES**  
**November 19th, 2025**  
**6:30 – 8:30 p.m.**  
**Virtual Meeting via Cisco Webex**

**Members Present:**

Ricky Mui, Chair, At Large Member  
Deborah Moore, Consumer Member  
Sarah Basehart Caregiver Member  
Nancy Sushinsky, At-Large Member

Nirmal Ravi, At-Large Member  
William (Bill) McGugan

**Members Absent:**

Councilmember Marissa Valeri  
Stacey Gold, Caregiver Member  
Jessica Peterson, Consumer Member

Reema Greugel, Caregiver Member  
Scott Mengebier, At-Large Member

**Mayor and Council Liaison in attendance:**

**Staff Present:** Elssa Kenfack, Community Services Manager; Nik Sushka, Collective Impact Manager

**Community Members Present:**

**Guests/Presenters in Attendance:** None

**RE: Call Meeting to Order**

Meeting was called to order at 6:38 pm by Ricky Mui, Chair.

- Mr. Mui welcomed all the members to the meeting and Nik Sushka, thanking them for joining.
- Mr Mui also asked for check in from commission members to see if they had any updates or things to share for the group.

**RE: Community Forum**

- Mr. Mui talked about community members he had spoken to who had lived experience being unhoused.
- Mr. Mui also talked about a strategy regarding being able to give input to Mayor and Council or City Staff when evaluating which organizations will get grant funding.
- Ms. Nik Sushka went over the overall grant process to provide clarification on each components of the grant review process.
- Ms. Deborah Moore gave feedback regarding allowing people who receive services to be able to give input on grant recipients
  - Ms. Nik Sushka validated her thoughts and talked about what they have done implement the feedback about including more community members and not solely city staff. She suggested having HSAC be a part of conversation

### **RE: Approval of Minutes**

- Mr. Bill McGugan made a motion to approve the minutes. Motion was approved unanimously.

### **RE: Community Services and HCD Vacancy Report**

- Ms. Elssa Kenfack presented details on all of the areas within HCD and asked Ms. Sushka to share details about the existing grants.
  - Ms. Sushka suggested being able to share insights on how the funds were spent in the past fiscal year
- Ms. Elssa Kenfack asked the group about their insights and knowledge on the Caregiver Coalition
  - Ms. Sarah Basehart and Mrs. Nancy Sushinsky shared insights on how the group was formatted and its purpose – Safety Net nonprofits that would get together once a month or quarterly
  - Mrs. Sushinsky expressed that this was a very helpful space for partners to meet and talk about collective issues
  - This group stopped around the time of COVID-19 and did not start back up due to capacity
  - This was something that was mandatory for grant recipients to attend as part of their funding requirements
  - Ms. Nik Sushka noted that steps moving forward should include discussing how the merge of the two community grants could impact the type of group/event that occurs

### **RE: Introduction to the Collective Impact Manager (Nik Sushka)**

- Ms. Nik Sushka gave information about her role and asked the group to also give introductions.
- Mrs. Sarah Basehart provided suggestions of an organization she can reach out to.

### **RE: Other Items**

#### **RE: Agenda items for next meeting, December 17<sup>th</sup>, 2025**

- Mr. Rick Mui asked the group what they would like to do for the last December meeting (End of the year celebration; excursion—community service event; creating crafts to hand out)
- Mrs. Deborah Moore suggested combining the potluck with the a craft or volunteer opportunity
- Mrs. Sarah Basehart suggested having the Kaseman Clinic and the group talked about stipulations with still having it be an open meeting.
- Ms. Deborah Moore made a motion to opt in for a fun meeting in December as a potluck and time to decorate crafts
  - The group agreed unanimously.
- Ms. Deborah Moore asked if Ms. Elssa Kenfack could be able to print the instructions and she agreed.

- There was a motion from Mr. Bill McGugan to end the meeting. Motion was voted on unanimously.

**RE: Adjourn – at 8:11pm**